

MITCHELL COLLEGE

STATESVILLE, NORTH CAROLINA

ANNOUNCEMENTS
1963-1964



Mitchell College

P. O. Box 867, STATESVILLE, NORTH CAROLINA



Accredited by

The Southern Association of Colleges
and Secondary Schools

The North Carolina State Department
of Public Instruction

The North Carolina College Conference

Member of

The American Association of Junior
Colleges

MARCH 1963

SCHEDULE 1963-1964

First Semester

Sept. 3	Dorm Opens ONLY for Freshmen & Transfers
Sept. 4	Orientation Begins 9:00 A. M.
Sept. 6	Sophomore Registration 9:00 A. M. A-L 10:30 A. M. M-Z Freshmen Registration 1:00 P. M. A-E 2:30 P. M. F-L
Sept. 7	Freshmen Registration 9:00 A. M. M-R 10:30 A. M. S-Z
Sept. 9	Regular Classes Begin
Sept. 14	Last Day to Change Schedule
Sept. 16	Last Day to Register for Credit
Nov. 2	End of Mid-Semester
Nov. 27	Thanksgiving Holidays
Dec. 2	Classes Resume
Dec. 18	Christmas Holidays
Jan. 2	Classes Resume
Jan. 11-16	Semester Exams
Jan. 18	End of First Semester

Second Semester

Jan. 21	Re-Exam for an E* 9:00 A. M.
	Sophomore Registration 1:00 P. M. M-Z 2:30 P. M. A-L
Jan. 22	Freshmen Registration 9:00 A. M. S-Z 10:30 A. M. M-R 1:00 P. M. F-L 2:30 P. M. A-E
Jan. 23	Regular Classes Begin
Jan. 29	Last Day to Change Schedule
Feb. 1	Last Day to Register for Credit
Mar. 2	Religious Emphasis Week
Mar. 21	End of Mid-Semester
Mar. 24	Spring Holidays Begin
Mar. 29	Easter Sunday
April 1	Classes Resume
May 2	Alumni Luncheon - 1:00 P. M.
	May Day - 3:00 P. M.
May 12	Operetta - 8:00 P. M.
May 18-20	Sophomore Chapel
May 18-21	Sophomore Exams
May 24	Freshman Exams Commencement - 4:00 P.M.

SCHEDULE 1964-1965

First Semester

Sept. 8	Dorm Opens ONLY for Freshmen & Transfers
Sept. 9	Orientation Begins 9:00 A. M.
Sept. 11	Sophomore Registration 9:00 A. M. A-L 10:30 A. M. M-Z Freshmen Registration 1:00 P. M. A-E 2:30 P. M. F-L
Sept. 12	Freshmen Registration 9:00 A. M. M-R 10:30 A. M. S-Z
Sept. 14	Regular Classes Begin
Sept. 19	Last Day to Change Schedule
Sept. 21	Last Day to Register for Credit
Nov. 7	End of Mid-Semester
Nov. 25	Thanksgiving Holidays
Nov. 30	Classes Resume
Dec. 18	Christmas Holidays
Jan. 4	Classes Resume
Jan. 16-21	Semester Exams
Jan. 23	End of First Semester

Second Semester

Jan. 26	Re-Exam for an E* 9:00 A. M.
	Sophomore Registration 1:00 P. M. M-Z 2:30 P. M. A-L
Jan. 27	Freshmen Registration 9:00 A. M. S-Z 10:30 A. M. M-R 1:00 P. M. F-L 2:30 P. M. A-E
Jan. 28	Regular Classes Begin
Feb. 3	Last Day to Change Schedule
Feb. 6	Last Day to Register for Credit
Mar. 1	Religious Emphasis Week
Mar. 26	End of Mid-Semester
April 13	Spring Holidays Begin
April 18	Easter Sunday
April 21	Classes Resume
May 1	Alumni Luncheon - 1:00 P. M.
	May Day - 3:00 P. M.
May 18	Operetta - 8:00 P. M.
May 21-26	Sophomore Chapel
May 24-27	Sophomore Exams
May 30	Freshmen Exams Commencement 4:00 P.M.

*An E on any of the following courses must be removed prior to registration for the second semester course:

Algebra - Remedial

Chemistry 101
English 101

All holidays begin at 12:30 P. M.
All classes resume at 8:00 A. M.

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BOARD OF TRUSTEES

Officers:

J. P. Huskins, <i>Chairman</i>	Statesville, N. C.
Roscoe West, <i>Vice-Chairman</i>	Statesville, N. C.
A. B. Raymer, <i>Secretary</i>	Statesville, N. C.

Members:

Class 1963

Mr. R. A. Collier	Statesville, N. C.
Mr. Frank Deaton	Statesville, N. C.
Mr. Gordon Scott, Jr.	Statesville, N. C.
Mr. J. C. Steele, Jr.	Statesville, N. C.
Mr. W. E. Webb, Jr.	Statesville, N. C.

Class 1964

Miss Maggie Barnhardt	Concord, N. C.
Mr. J. W. Jones, Jr.	Statesville, N. C.
Mr. Nathan McElwee	Statesville, N. C.
Mr. Paul Meech	Statesville, N. C.
Mr. Flake Sherrill	Statesville, N. C.

Class 1965

Mr. E. E. Boyer	Statesville, N. C.
Mr. F. Holmes Ewell	Statesville, N. C.
Mr. Glenn Watts	Statesville, N. C.
Mr. J. Roscoe West	Statesville, N. C.
Mrs. Glenn Westmoreland	Statesville, N. C.

Class 1966

Mr. I. T. Avery	Statesville, N. C.
Mr. Reuben Cowles	Statesville, N. C.
Mr. J. P. Huskins	Statesville, N. C.
Mrs. C. B. Myers	Statesville, N. C.
Mr. William Pope	Mooresville, N. C.

Class 1967

Mr. W. E. DeJarnette	Stony Point, N. C.
Mr. C. C. Fox	Statesville, N. C.
Mrs. Ralph T. Holmes	Statesville, N. C.
Mr. J. R. Marks, Jr.	Mooresville, N. C.
Mr. R. F. Rash	Union Grove, N. C.

Class 1968

Dr. James Little	Statesville, N. C.
Dr. David Pressly	Statesville, N. C.
Mr. Edgar Rankin	Statesville, N. C.
Mr. A. B. Raymer	Statesville, N. C.
Mr. R. D. Warwick	Statesville, N. C.

ADMINISTRATION 1962-1963

MR. JOHN MONTGOMERY	President
MR. JAMES M. STORIE	Administrative-Assistant
MR. CARL A. LITAKER	Dean of Faculty
MRS. JENNY C. IDE	Dean of Women
MR. B. PHILIP PLETCHER	Dean of Men

STAFF

MISS MARY EDNA MATHESON	Accountant
MRS. CAROLYN P. MONTGOMERY	Dietitian
MRS. JAMES P. GRAY	Hostess, Women's Dorm
MRS. SUSIE W. MILLER	Secretary to the President
MRS. BRENDA RUMPLE	Secretary to the Dean
MRS. HELEN SMITH	Secretary to the Dean
MISS BRENDA CAMPBELL	Secretary to the Assistant

DIRECTORY FOR CORRESPONDENCE

General Information	The President
Admissions, scholarships, courses	The Dean of Faculty
Requests for transcripts, catalog	The Dean of Faculty
Students in residence	The Dean of Men/Women
Requirements and permissions	The Dean of Women
Payment of bills and other financial affairs	The President
Telephone Communications:	
Office of the President	873-9511
Office of the Dean	873-3736

THE FACULTY

1962-1963

JOHN MONTGOMERY	<i>President</i>
B.A. University of South Carolina M.A. University of South Carolina	
ARTHUR S. BECKHAM, JR.	<i>Law</i>
B.A. University of North Carolina LL.B. University of North Carolina Graduate Study: University of North Carolina	
ALBERT C. BICKLEY	<i>Psychology</i>
B.S. Culver-Stockton College Graduate Study: Appalachian State Teachers College	
M. KENNETH BRADSHAW	<i>Voice</i> <i>Dept.-Head</i>
B.S. Appalachian State Teachers College M.A. Appalachian State Teachers College Graduate Study: Appalachian State Teachers College	
MRS. MARCIA J. BRADSHAW	<i>Librarian</i>
B.S. Appalachian State Teachers College M.A. Appalachian State Teachers College Graduate Study: Appalachian State Teachers College	
LOUIS A. BROWN	<i>Social Sciences</i> <i>Dept.-Head</i>
B. A. University of North Carolina M.A. University of North Carolina Graduate Study: University of North Carolina	
MISS ELIZABETH CALHOUN	<i>Piano</i>
B.M. Flora McDonald College M.M. Illinois Wesleyan University	
MRS. CHARLOTTE C. CLONTZ	<i>Organ</i>
B.M. Flora McDonald College	
WARREN D. COUCH	<i>English</i> <i>Dept.-Head</i>
B.A. Piedmont College M.A. University of Georgia Graduate Study: University of Alabama	
HENRY C. FREEZE	<i>History</i>
B.A. Lenoir-Rhyne College M.A. Appalachian State Teachers College	
MISS LOUISE GILBERT	<i>Art</i>
B.A. University of North Carolina at Greensboro Graduate Study: University of North Carolina at Greensboro University of Maryland Berkshire School of Art	

JAY HALL	<i>English</i>
B.S. Davidson College	
M.A. Duke University	
Graduate Study: Virginia Polytechnic Institute	
DONALD HAYNES	<i>English</i>
B.A. High Point College	
B.D. Duke University	
M. EBER HUDSON	<i>Geography</i>
B.S. Wake Forest College	
M.A. Appalachian State Teachers College	
ROY W. IDE, JR.	<i>Chemistry-Mathematics</i>
	<i>Dept.-Head</i>
B.S. Massachusetts Institute of Technology	
M.A. Massachusetts Institute of Technology	
Graduate Study: University of North Carolina at Chapel Hill	
Emory University	
JAMES H. KINNEY	<i>Biology</i>
B.S. Appalachian State Teachers College	
M.A. Appalachian State Teachers College	
MRS. KATHERINE NOOE KNOX	<i>Modern Languages</i>
	<i>Dept.-Head</i>
B.A. Meredith College	
M.A. Columbia University	
Graduate Study: Sorbonne University	
University of North Carolina at Chapel Hill	
Columbia University	
Duke University	
University of North Carolina at Greensboro	
University of Barcelona	
University of Mexico	
MISS MARGARET ELIZABETH LANE	<i>Business Education</i>
	<i>Dept.-Head</i>
B.A. Chowan College	
M.Ed. University of North Carolina at Greensboro	
Graduate Study: Raleigh School of Commerce	
Appalachian State Teachers College	
CARL A. LITAKER	<i>Psychology</i>
B.A. Lenoir-Rhyne College	
M.A. Appalachian State Teachers College	
Graduate Study: University of North Carolina at Chapel Hill	
Appalachian State Teachers College	
Temple University	
MISS MARY EDNA MATHESON	<i>Business Education</i>
B.S.S.A. University of North Carolina at Greensboro	
M.Ed. University of North Carolina at Greensboro	

MISS VERA MILLSAPS

Biology
Dept.-Head

B.S. University of North Carolina at Greensboro
M.S. University of North Carolina at Chapel Hill
PhD. University of North Carolina at Chapel Hill

JAMES B. MURPHY

History

B.A. Shorter College
M.A. Emory University

MORTON KENT PALMER

English

Mars Hill Junior College
B.A. Greensboro College
M.A. Appalachian State Teachers College
Graduate Study: Appalachian State Teachers College

B. PHILIP PLETCHER

Physical Education
Health

University of Akron
B.S. Milligan College
M.S. University of Tennessee

MRS. CHARLOTTE I. PLETCHER

Physical Education

B.S. Milligan College
Graduate Study: University of Tennessee

MISS VIRGINIA ALLISON RAY

Bible
Dept.-Head

B.A. University of Kentucky
M.A. Presbyterian School of Christian Education
Graduate Study: University of Michigan

GEORGE SCOTT, JR.

Economics

B.S. Davidson College

MRS. BETTY W. SHERRILL

Business Education

B.S. Catawba College
Graduate Study: Appalachian State Teachers College

MRS. RUTH B. STEVENSON

English

B.A. Winthrop College
Graduate Study: Appalachian State Teachers College

MRS. MARGUERITE L. WILLIAMS

Anatomy

B.A. University of North Carolina at Greensboro
M.D. Wake Forest College

FACULTY COMMITTEES 1962-1963

ACADEMIC:

<i>Self-Study Steering Committee</i>	Mr. Bradshaw, Ch., Miss Matheson, Mr. Murphy
<i>Library</i>	Mrs. Bradshaw, Ch. Mr. Palmer, Mr. Couch

GENERAL:

<i>Catalog</i>	All Department Heads
<i>Social (Student)</i>	Mr. Pletcher, Ch. Mrs. Ide, Mrs. Gray
<i>Social (Faculty)</i>	Mrs. Knox

SPECIAL:

<i>Commencement</i>	Mrs. Sherrill, Ch. Mrs. Clontz, Mr. Brown
<i>May Day</i>	Mr. Pletcher, Cr. Mrs. Stevenson, Mr. Palmer
<i>Fine Arts Series</i>	Mr. Litaker, Ch. Mrs. Ide, Miss Millsaps, Mr. Hall and Student Leaders

FACULTY ADVISORS 1962-1963

<i>Student Council</i>	Mr. Pletcher
<i>Sophomore Class</i>	Mrs. Sherrill
<i>Freshmen Class</i>	Mr. Murphy
<i>Honor Council</i>	Mr. Brown
<i>Student Christian Association</i>	Miss Ray
<i>The CIRCLE</i>	Mr. Palmer
<i>CAMPUS COMMENTS</i>	Mr. Bradshaw
<i>Dramatics Club</i>	Mrs. Stevenson
<i>Historical Society</i>	Mr. Brown
<i>Language Clubs</i>	Mrs. Knox
<i>Science Clubs</i>	Mr. Ide
<i>Circle "K"</i>	Mr. Storie

ALUMNI ASSOCIATION OFFICERS

<i>President, Mrs. Pauline Hill Alexander</i>	Stony Point, N. C.
<i>Vice-President, Mr. Howard Kivett</i>	Statesville, N. C.
<i>Secretary, Mrs. Vi Johnson Holler</i>	Statesville, N. C.
<i>Treasurer, Mr. Joe Troutman</i>	Statesville, N. C.





Purpose

Mitchell College is an independent community college which fosters and encourages the protestant Christian education of youth. Its main purpose is to offer two years of education beyond the high school level, and music instruction for qualified regular and special students. The primary purpose is to serve persons of this area for the attainment of personal edification and cultural improvement in the preparation for a degree at a senior institution, or for the completion of a terminal course.



HISTORY

Mitchell College, one of the oldest colleges in North Carolina, began operation as a woman's college in 1856. Concord Presbytery had authorized its establishment as early as 1853; and, with the exception of one period, it remained under the control of Concord Presbytery until January 1, 1959, when it became an independent community college.

The building program of the newly chartered college was delayed by a storm which destroyed the partly constructed building; and because of this the college did not begin operation until September, 1856, when the present building was completed. At the end of the War between the States, Mr. R. F. Simonton purchased the property and thus began a period of private ownership for the college. The name was then changed from Concord Female Seminary to Simonton Female College. During the late 1870's considerable progress for the college took place under the leadership of Mrs. Eliza Mitchell Grant, president, and her sister, Miss Margaret Eliot Mitchell, as her assistant. They were the daughters of the famous Dr. Elisha Mitchell, scholar and scientist for whom Mount Mitchell is named. In 1917 the name of the college was changed to Mitchell in honor of these women.

In 1896 the college, then known as Statesville Female College, was purchased by Dr. R. B. Shearer, a Presbyterian minister and president of Davidson College, who in 1900 returned the college by deed to the control of Concord Presbytery. In that year Dr. John A. Scott became president and again the college experienced considerable growth. Most notable was the addition in 1908 of an auditorium known as Shearer Music Hall. This addition to the physical structure of Mitchell was made possible through the efforts of Mr. W. F. Hall and other friends of the college. Also during the presidency of Dr. Scott the college became recognized as a teachers college and granted the A. B. and B. S. degrees. However, by the early 1920's it had become a standard junior college. For a long time the high school department known as the Academy was popular, but this department was discontinued in 1943.

By the early 1920's the college acquired the Caldwell house, which was converted into a home for the president. When, in 1942, the Carlton home was acquired, it was made the president's home and the Caldwell house became a residence for the dean of men and some of the men students.

Mitchell College became co-educational in 1932 during the administration of Mrs. W. B. Ramsay who headed the college for fourteen years until 1943. During her administration the curriculum was expanded and many extracurricula activities were formed. A gymnasium was also built during this period.

Mrs. Ramsay resigned in 1943 and was followed by Reverend R. S. Arrowood who served as president for one year. He was succeeded by Miss Frances Stribling who served for three years as president. Following her resignation in 1947, Mr. John Montgomery became president.

The 1950's proved to be eventful for Mitchell. In 1955 Mitchell was admitted into membership of the Southern Association of Colleges and Secondary Schools. In 1957 Mitchell acquired the Wallace house and converted it into a men's dormitory. The future of Mitchell was altered when a community drive to raise an endowment of \$350,000 was successful, and on January 1, 1959, the college became an independent community college. The Concord Presbytery relinquished its control of the physical property to the Mitchell College Foundation which in turn leased the buildings to Mitchell College, Incorporated. The control of the college is now in the hands of a self-perpetuating, rotating board of trustees, who in addition to representing outstanding business leadership in the community also represent Christian leadership from the community churches.

While the community of Mitchell is considered to include all of Iredell County, the college is dedicated to the rendering of a high standard of scholarship and Christian leadership to all students from wherever they may come.

LOCATION AND CLIMATE

Located in Statesville, a city of about 20,000 population, Mitchell College is easily accessible from all parts of North Carolina by both train and bus service.

The campus is at the west end of Broad Street, one of the principal streets of the city, and conveniently near the churches, shopping district, post office, and public library. Statesville is 110 miles east of Asheville, 43 miles north of Charlotte, 50 miles west of Winston-Salem, and 27 miles northwest of Salisbury.

Statesville is in the healthful Piedmont section at the foothills of the Blue Ridge Mountains and has a delightfully mild climate throughout the year. The altitude is 960 feet above sea level.

BUILDINGS

The MAIN BUILDING is a stuccoed brick structure of three stories, ornamented by a lofty portico with six massive columns. The first floor contains the music studios, science department, kitchen, dining hall, and the auditorium. The auditorium, which has a seating capacity of five hundred, is equipped with a pipe organ and a concert grand piano. On the second floor are the offices, additional classrooms, day-student lounges, and the guest parlor. The women's dormitory rooms and lounge are on the third floor. Student lounges and dormitory rooms are comfortably furnished.

The GYMNASIUM, located on the north campus, is a wooden structure with a regulation basketball floor. Many social activities are held there.

The students' lounge, popularly called "THE KIT", is located between the gymnasium and the main building. This popular recreation area is equipped with vending machines for snacks and beverages. Part of the building provides locker room facilities for men students.

The LIBRARY provides and organizes the resources needed to meet the curricular demands and to bring intellectual stimulation to both faculty and students and aims to serve as the focal point of the cultural life on the campus.

The book collection consists of over 10,000 volumes. In the reading room are the reference books as well as the current issues of over 125 magazines and seven newspapers. Bound volumes of periodicals are available on request. The practice of open shelves gives the students direct access to the entire stack collection and to books on reserve. A large number of phonograph recordings are available for use in the listening center. Students are encouraged to use books in the reading room, which has a seating capacity of approximately seventy, and to borrow books for use outside the library.

Orientation in the use of the library is given to incoming students who also receive personal assistance from the librarian in all their needs. The college facilities are supplemented by those of the Statesville Public Library, the Iredell County Library, and the exchange privileges with larger libraries.

Three HOUSES adjoining the campus are used as residences for the President, the Dean of Men, and the men's dormitory. Part of the Dean's house serves as a dormitory.

GENERAL INFORMATION

COLLEGE REGULATIONS

1. The filing of an APPLICATION FOR ADMISSION shall be regarded as both an evidence and a pledge that the applicant accepts the standards and the regulations of Mitchell College and agrees to abide by them.
2. It is expected that every student will live in harmony with the spirit of the college and according to its regulations.
3. The college reserves the right to ask for the withdrawal of any student who refuses to adjust to these standards or who harmfully influences another student.
4. The general conduct of the student is controlled through the student government as outlined in the STUDENT HANDBOOK.
5. Damage to college buildings or property will be charged to the one responsible for the damage with payment to be made to the Business Office.
6. Gambling or the use of intoxicants in any form, on or off campus, is absolutely forbidden.
7. All non-resident boarding students must secure housing which has been approved by the Dean.

REGULATIONS FOR DORMITORY STUDENTS

1. Students are subject to college regulations from the time they leave home until they return.
2. Male students are not permitted on the third floor of the Administration Building (Woman's Dormitory).
3. Women students are not allowed access to any of the men's dormitories.
4. Women students are permitted to spend the night in town only with parents or guardians.
5. Stay-over privileges in Statesville for women students during holidays or after commencement are permitted only with written parental permission approved by the President.
6. Women students must have written permission from parents or guardian when they plan to be away from the dormitory over night. This permission must state specifically with whom the student is to visit (name, address, and telephone number). This permission must be mailed directly to the Dean of Women; otherwise, it will not be accepted. (Permission will then be granted only at the discretion of the Dean of Women.)
7. Parents are requested not to give permissions which conflict with the general regulations of the college.
8. Students are expected to dress in conventional attire.

HEALTH

Mitchell College attempts to maintain a well-balanced health program through the following services:

1. Physical examination required of each student before admission.
2. A physical education program with activities designed to provide wholesome physical conditioning, individual and team activity skill attainment for all full-time student personnel. An active co-educational intra-mural program is provided.
3. Close affiliation with two hospitals located near the college campus.
4. A group hospitalization and accident insurance plan.

FURNISHINGS

1. The college supplies each room with:
 - a. A dresser
 - b. Study desks
 - c. Single beds
 - d. Mattress covers
 - e. Chairs
 - f. Pillows
2. Students are to furnish:
 - a. Sheets
 - b. Pillow cases
 - c. Blankets
 - d. Bedspreads
 - e. Extension cords
 - f. Towels
 - g. Drinking glass and spoon
 - h. Study lamp
 - i. Other articles such as rugs, curtains, and waste basket

VETERANS

1. A veteran who wishes to receive G. I. benefits while attending Mitchell College should obtain a CERTIFICATE OF ELIGIBILITY from the Veterans Administration.
2. Fourteen semester hours are considered by the Veterans Administration to be the minimum load for a full-time student.

EVENING CLASSES

1. Classes are arranged to meet the needs of those who are unable to attend the regular classes held during the day.
2. A statement of preference of subjects will be helpful in scheduling.
3. A class will be conducted for ten or more students.

ACADEMIC REGULATIONS

The faculty reserves the right to modify academic regulations at any time that such a need becomes evident.

HONOR CODE

The student body at Mitchell College maintains an honor system which, since its beginning, has proved its worth and is now part of the tradition of the Mitchell College students. The honor system is administered by a committee of three elected students and a faculty advisor with the authority to recommend to the administration punishment to offenders up to and including expulsion from school. A violation of the code consists of lying, cheating, or stealing. No student is properly registered at Mitchell until he has signed a full statement endorsing the honor code. This means that the honor code is a vital part of the life of Mitchell College students.

REGISTRATION

1. To be officially registered a student must submit to the college:
 - a. Application
 - b. Physical Examination
 - c. Honor Pledge
 - d. Transcript of Credits
 - e. Picture (2" x 3")
2. To receive credit a student must register during the first two weeks. Special students in music may register at any time during the semester.
3. An average academic load is considered to be 16 semester hours. The maximum load for full-time students is 18 hours. The minimum load for full-time students is 12 hours—veterans 14 hours.
4. Permission must be obtained from the Dean of Faculty to:
 - a. Change schedule
 - (1) Drop a subject
 - (2) Add a subject
 - (3) Change section
 - b. Enroll for less than 12 semester hours
 - c. Enroll for more than 18 semester hours
5. For sophomore standing, a student must have earned a minimum of 24 semester hours and a minimum of 48 quality points.
6. Students are urged not to buy textbooks and dictionaries without first obtaining approval of the instructor.

ATTENDANCE

1. Attendance is counted from the first class meeting following registration.
2. Attendance for chapel and assembly is required for each of these meetings on Tuesday and Thursday, respectively.
3. Regular and punctual attendance is required for all classes and events.
4. Arrival after the first ten minutes of a class constitutes an absence.
5. Three tardies will count as one absence.

6. Absences within 24 hours of a holiday period, both before and after, will count as double absences.
7. An opportunity will be given to make up work which has been missed, by an excused absence, provided the work missed is completed within one week following the absence.
8. Any class which meets for two consecutive hours will constitute one class meeting. Absence from one or both of the hours will be recorded as one absence.
9. Absences may be excused by the Dean of Faculty (an excuse to be valid must be filed within 7 days after the student returns to class) in the event of:
 - a. Personal illness
 1. Certification of treatment by a physician
 2. Hospital confinement
 - b. Death in the immediate family
 - c. Official absence from the campus
 - d. An emergency
10. Any student who has accumulated more than THREE unexcused absences during a semester from:
 - a. Any class (exception: Off. Mach. 151—one absence only)
 - b. Assembly, Chapel, and Special Events (absences combined) will have TWO QUALITY POINTS SUBTRACTED for each excessive absence.
11. During Religious Emphasis Week daily attendance at chapel is required.
12. Attendance at special programs during the year is required when so designated by the Dean.

WITHDRAWALS

1. Withdrawal from college (to be official) must be certified by the Office of the Dean and the Business Office. This certification is required for an honorable dismissal (permission to enter another college) and for refunds.
2. All refunds are based on the date of official withdrawal.
3. Withdrawal from college without permission will mean a grade of WF in all classes.
4. A student may withdraw from a class only with permission of the Dean.
5. Withdrawal from a class without permission will automatically mean a grade of F.
6. When permission is obtained, a grade of WP or WF will be recorded depending on the status of the student at the time of withdrawal.
7. Any student asked to withdraw from a class or from college will be given a WP or WF depending on the status of the student at the time of withdrawal.

8. A student who withdraws from a class during the first two weeks of a semester will not be penalized with attempted hours.
9. A student who withdraws from class after the first two weeks of a semester will be penalized with attempted hours.
10. Attempted hours are the total number of hours for which a student has registered. See quality point ratio on page nineteen.

GRADUATION REQUIREMENTS

A candidate for a standard or a general college diploma must:

1. Spend at least one full semester at Mitchell
2. Earn a minimum of 15 semester hours at Mitchell
3. Have earned a minimum of 60 semester hours (exclusive of P. E.)
4. Have earned a minimum of quality points equal to or exceeding twice the number of semester hours presented for graduation.
5. Complete the required curriculum as listed for a standard or general college diploma.
6. Must make application beginning of second semester.

A candidate for a business education certificate must:

1. Spend at least one full semester at Mitchell.
2. Earn a minimum of 15 semester hours at Mitchell.
3. Have earned a minimum of 30 semester hours (exclusive of P. E.)
4. Have earned a minimum of quality points equal to or exceeding twice the number of semester hours presented for graduation.
5. Complete the required curriculum as listed for the business education certificate.
6. Must make application beginning of second semester.

Physical education is required of all students except:*

1. Veterans
2. Married adults exempted by the Dean
3. Physically handicapped persons (doctor's certificate)

*Students are advised that the majority of the senior colleges require, of all graduates, two years of physical education.

GRADES

The grading system is as follows:

A	95-100	Excellent
B	86- 94	Good
C	76- 85	Fair
D	70- 75	Passing
F	Failure without privilege of re-examination	
I	Incomplete	
WP	Withdrawn Passing	
WF	Withdrawn Failing	
NC	No credit has been allowed for the course	

At the *end of a semester only*.

E	60- 69	Condition, with privilege of re-examination when final exam is the cause of failure.
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First semester grades recorded as E or I must be removed prior to March 1. (Dean must be notified as to cause for incomplete.)

Second semester grades recorded as E or I must be removed prior to October 1. (Dean must be notified as to cause for incomplete.)

All work not completed by these dates will be recorded as an F.

No grade higher than a D may be recorded for an E.

No re-examination for an E is to be given until the student presents to the instructor a receipt from the Business Office for the \$1.00 re-examination fee for each course.

Transcripts are sent only upon written request by the student involved.

REPORTS

Progress reports are sent to the student and to the parents or guardians at mid-semester.

Final grade reports are sent to the students, to their parents or guardians, and to their high schools at the end of each semester.

QUALITY POINTS

The quality point ratio is determined by dividing the number of quality points earned by the number of semester hours attempted. When any course is repeated, all semester hours (original plus repeats) and all quality points (original plus repeats) are taken into consideration in determining the students final academic standing. (Quality Point Ratio.)

Quality points are determined on the following basis:

(Effective entering Freshmen 1960)

- A 4 points for each semester hour
- B 3 points for each semester hour
- C 2 points for each semester hour
- D 1 point for each semester hour
- F 0 points for each semester hour

1. Any full-time student who does not pass at least 9 semester hours and who does not earn a minimum of 18 quality points by the end of a semester will be academically ineligible to return for one semester.
2. Any full-time student who does not pass at least 21 semester hours and who does not earn a minimum of 42 quality points by the end of the second semester will be academically ineligible to return to Mitchell College.

HONORS

1. Any full-time student making a quality point ratio of 3.3 for any one semester will be eligible for the Dean's List.
2. Any full-time student making a quality point ratio of 3.3 for any one year will be eligible for Class Honors at graduation.
3. Any full-time student in the Graduating Class making a quality point ratio of 3.3 for both years will be eligible for College Honors at graduation.

EXPENSES

(Average Cost 1963-1964)

DAY STUDENTS:

	1st Sem.	2nd Sem.	Year
Application	10.00		10.00
Fine Arts Fee	5.00		5.00
Student Activities	15.00		15.00
Library	5.00	5.00	10.00
Tuition (32 hours)	208.00	208.00	416.00
*Reading	39.00		39.00
TOTAL	282.00	213.00	495.00

DORM STUDENTS:

Board	202.50	202.50	405.00
Room	90.00	90.00	180.00
†Laundry—Machines Fee	9.00	9.00	18.00
‡Laundry—Deposit	18.00	18.00	36.00
TOTAL	604.00	530.00	1134.00

*Required of all freshmen and transfer students.

†For use of washers and dryers located in the dormitories.

‡Laundry and Dry Cleaning by commercial laundry. Any amount not used in excess of \$9.00 is refunded at the end of the school year.

NOTE: Approximately \$50 to \$75 should be added to the above figures for books and supplies.

Make all checks payable to MITCHELL COLLEGE.

REFUNDS

1. First semester students registering prior to July 1 will pay an application fee of \$10 a year and a student activities fee of \$15 a year. No refunds will be made.
2. First semester students registering after June 30 will pay an application fee of \$15 a year and a student activities fee of \$15 a year. No refunds will be made.
3. Students registering for the first time at the beginning of the second semester will pay the entire application fee of \$10 and the entire student activities fee of \$15. No refunds will be made.
4. Tuition refund will be made on a weekly basis following official withdrawal.
5. Board refund will be made on a weekly basis after the first month.
6. Room refund will be made on a monthly basis.

EXPENSES

GENERAL FEES:

Application-Full Time		
Before July 1	\$ 10.00	not refundable
After June 30	15.00	not refundable
Application-Part Time		
Regular or Special	2.50	each course
Suggested Minimum Payment at Registration		
Day	50.00	
Dorm	100.00	
Room Reservation		
(not refundable after June 30)	60.00	
Student Activities: Yearbook	5.50	
Newspaper	1.00	
Jr.-Sr.	3.50	
Other	5.00	15.00
Tuition (Regular)	13.00	each semester hour
Tuition (Part-Time)	15.00	each semester hour

SPECIAL FEES: (Where applicable)

Biology	10.00	each semester
Change of Schedule	3.00	
Chemistry	10.00	each semester
Graduation:		
Diploma or Certificate	10.00	
Diploma & Certificate	13.00	
I. D. Card (1st. one free)	2.00	each
Insurance	18.00	
Key Deposit	1.00	
Late Registration	5.00	
Listening Fee:		
Music Appreciation & Modern Languages	3.00	each semester
Locker Rental	1.00	each year
Office Machines	7.50	each semester
Re-examination for an E	1.00	
Swimming	10.00	each semester
Transcript (1st. one free)	1.00	each
Typewriting	7.50	each semester

MUSIC: (Maximum allowed is two lessons each a week)

Piano, Organ, or Voice		
1 lesson a week	50.00	each semester
2 lessons a week	90.00	each semester
Use of Piano (Piano or Voice)	5.00	each semester
Use of Organ	10.00	each semester

SCHOLARSHIPS

The ALUMNI ASSOCIATION SCHOLARSHIP was established to offer financial assistance to some worthy student who would, in turn, provide secretarial services in the establishment of an alumni office at the college. This fund was established in 1960 and is valued at \$100.00.

The BUNCH SCHOLARSHIP has been established and endowed by the family of Lizzie May Pardue Bunch. Because of her interest in educating young people for a business profession, this scholarship is awarded to a student in the Business Education Department on the basis of scholarship and need.

The MacDOWELL MUSIC SCHOLARSHIP was established by the members of the MacDowell Music Club of Statesville to provide financial assistance to worthy students desiring to continue their training in the fields of piano, organ, or voice. A candidate for the scholarship is required to audition before the music faculty and a committee from the Club.

The MURDOCK SCHOLARSHIPS are endowed by Mr. and Mrs. Harvey W. Murdock. In awarding these scholarships, preference will be given to applicants from Iredell County.

The PRINCIPAL'S SCHOLARSHIP is awarded by the principal of a North Carolina High School to the student who is in the upper 15 per cent of the graduating class, who has a good citizenship record, and who gives evidence of leadership potential. The student must pass all work satisfactorily to be eligible for the scholarship the second year. This scholarship, valued at \$500 for dormitory students, and \$200 for day students, is allocated over the two-year period.

The PURPLE HEART SCHOLARSHIP was established in 1959 by Chapter No. 285 of the Military Order of the Purple Heart of the United States of America, Inc. in memory of Pfc. Lee Roy Smith, S/Sgt. Hugh Smith Denney, and Sgt. John Troy Troutman, three Iredell County deceased veterans, killed by enemy action in the line of duty in both World Wars. This scholarship to be awarded to Iredell County residents, based on scholastic ability and need with priority given to direct descendants of Purple Heart veterans and other veterans.

The RAYNAL SCHOLARSHIP was established in 1945 in memory of the late Dr. Charles E. Raynal by friends of the Raynal family through the efforts of Mrs. Mary Locke Simons of Statesville. This scholarship is valued at \$75.

The E. B. STIMSON MEMORIAL SCHOLARSHIP was established in loving memory of "Cap" Stimson who, for many years, served as Head of the Music Department at Mitchell College. It is endowed by the MacDowell Music Club and friends of the Stimson family and is awarded each year to a music student. A candidate for a music scholarship is required to audition before a selected panel of judges.

The VALEDICTORIAN SCHOLARSHIPS, awarded to valedictorians of accredited high schools in the state of North Carolina, are valued at \$300 each to be allocated over the two-year period. Upon the satisfactory completion of a semester's work with a B average, the student automatically receives the scholarship for the following semester.

The STATESVILLE RECORD AND LANDMARK SCHOLARSHIP was established in 1962 by the employees of the Statesville Record and Landmark. This scholarship is established to give assistance to students who are employees or children of said employees. The amount of this scholarship is to be determined by the earnings of preceding year from the principal sum. When the scholarship is not used, interest is to be added to the principal. A scholarship must be given at least every five years. If no eligible child applies for said scholarship, then the scholarship may be awarded to a resident of Iredell County.

GRANTS-IN-AID AND WORKSHIPS

Worthy students who give evidence of aptitude for college work may be granted aid upon early application and certification of need. This GRANT-IN-AID cannot exceed \$100 each year.

Financial assistance is available in the form of WORKSHIPS valued at \$100 each year for approximately five hours of work each week.

Full particulars concerning scholarships, or assistance of any type, may be obtained by writing to the Dean of the Faculty.

LOANS

GOODMAN LOAN FUND—This fund was established by M. Emma Goodman in memory of her mother, Lizzie Hall Goodman, and her sister, Fannie E. Goodman, alumnae of Mitchell College.

MITCHELL COLLEGE LOAN FUND—Any student who presents evidence of aptitude for college work has the privilege of borrowing from the Mitchell College Loan Fund to further his education at this institution. No interest is charged the student while he is enrolled here. Each loan must be repaid within five years after the student has left Mitchell College. Interest rate for monthly payment is 3 per cent; annual payment interest rate is 6 per cent.

MONTGOMERY STUDENT FUND—This fund was established in 1961 by a former graduate of Mitchell College in order that former students might have a way of expressing appreciation for financial aid received while in college. Grants and loans are to be made at the discretion of the President of Mitchell College.

NATIONAL DEFENSE STUDENT LOAN FUND—Under the provisions of Public Law 85-864, students who meet the requirements outlined therein may apply for a loan from the National Defense Student Loan Fund. No student may be loaned over \$1,000 in any year or over \$5,000 in the aggregate.

NORTH CAROLINA BANKERS STUDENT LOAN PLAN—Mitchell College is participating in this loan plan which has been established to assist worthy students in obtaining financial assistance in the pursuit of a higher education. Students wishing to apply for a loan should make application to the college.

MAGGIE PARKS LOAN FUND—This fund was established in memory of Miss Maggie Parks and is to be used for deserving students.

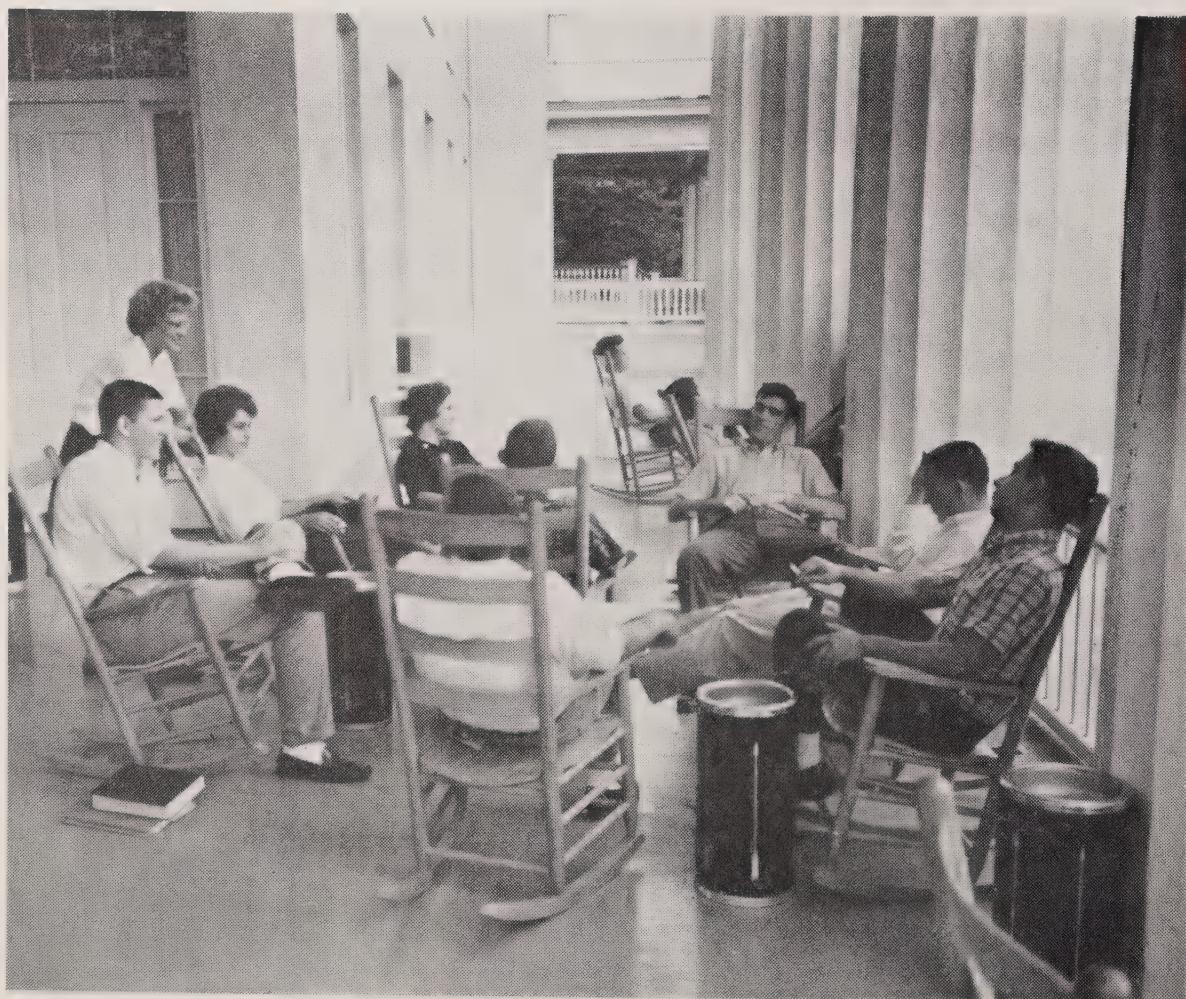
RAMSAY BIBLE CLASS LOAN FUND—This fund was started by the Ramsay Bible Class of the Hickory Presbyterian Church in 1934.

JANE M. SHARPE LOAN FUND—Mrs. Ora Sharpe Morrison established this fund in 1930 in honor of her mother.

FRED W. SHERRILL LOAN FUND—This is a loan fund to be used for worthy students. No interest is charged until the student graduates or withdraws from Mitchell College.

CARRIE WATTS LOAN FUND—This fund is maintained by the Women of the Church of the First Presbyterian Church in Statesville.

KATE WOOD WHITE LOAN FUND—The sisters and friends of Kate Wood White of Statesville started this fund in 1945.



ORGANIZATIONS

DELTA PSI OMEGA—The Mitchell College Cast of Delta Psi Omega, Chapter Number 163, was installed on campus May 1960, as a part of the national dramatics fraternity. The honor of membership will be bestowed upon students for their participation in dramatic activities by election to the chapter in accordance with the constitution and ritual of the national fraternity.

HISTORICAL SOCIETY—This society is made up of honor students within the Department of History and serves the purpose of maintaining and stimulating interest in history.

HONOR COMMITTEE—The Honor Committee is composed of three students who are elected by the entire student body. Two members are chosen in the spring and one is elected from the freshmen class in the fall. In addition to supervising the Honor Code, this committee counts the ballots in all student elections.

INTRAMURAL COUNCIL—Through the Intramural Council, all students of Mitchell are given the opportunity of participating in almost any competitive sport. It is directed by students and advised by the Physical Education Department. Its purpose is to offer as many supervised competitive sport activities as are in keeping with the facilities available.

SIGMA PI ALPHA—The Mu Chapter of Sigma Pi Alpha, national honorary language fraternity, was organized in 1948 to honor students making a high scholastic average in language. Its main purpose is to stimulate an interest in language, to help students acquire a more intimate knowledge of the people whose languages are being studied, and to make a contribution toward a better understanding between their country and ours.

SPANISH AND FRENCH CLUBS—These modern language clubs function as departmental activities. Through participation in these clubs the members gain a knowledge of the culture of Spain and France.

STUDENT CHRISTIAN ASSOCIATION—This association fosters and directs the student religious activities at Mitchell College. It sponsors occasional vesper programs and retreats and is also instrumental in bringing speakers to the campus for various types of meetings.

STUDENT GOVERNMENT—Through the Student Government, Mitchell College students are given the opportunity for active and responsible participation in the organization and control of student affairs. Its purpose is to take action in decisions affecting the students; to furnish an adequate means through which student opinion may be conveyed to the proper authorities of the administration; and to provide training for responsible citizenship.

PUBLICATIONS

THE CIRCLE—The Mitchell College annual is published by the student body under the guidance of a faculty advisor.

THE HANDBOOK—The Student Government publishes a handbook for the benefit of incoming students.

THE MITCHELL COLLEGE BULLETIN—This publication, issued quarterly by the college administration, is sent to prospective students.

THE CATALOG—The Mitchell College Catalog is published annually.

CAMPUS COMMENTS—The Mitchell College newspaper is published monthly by the student body under the guidance of a faculty advisor.

SPECIAL EVENTS

RELIGIOUS EMPHASIS WEEK—Each year the administration invites an outstanding Christian minister to spend a week on campus in order that students and faculty members may be given an opportunity to rethink the implications of the Christian faith for life. Chapel is held each morning during the week and attendance is required of all students. Vesper services and discussion groups are scheduled to give further opportunity for exploring the relevance of the Christian faith.

FINE ARTS SERIES—The annual Fine Art Series is designed to provide an opportunity for cultural enrichment. Outstanding lecturers and artists from various branches of the arts are brought in for evening appearances. In many instances, the guest artist remains on campus for follow-up discussion groups the next day. Attendance at lectures and discussion groups is required of all students.

AWARDS

PRESIDENT'S MEDAL OF HONOR—This medal is awarded to the graduate having the highest scholastic average.

THE WOOD BIBLE AWARD—The family of the late Reverend W. A. Wood, D.D., offers a Bible to the best all-round student in Bible.

THE FRED W. SHERRILL TYPEWRITING AWARDS—Two awards are given each year by Mrs. Fred H. Deaton and Mrs. J. Wesley Jones in memory of their brother, Fred W. Sherrill. Ten dollars is presented to the student who makes the most improvement in typewriting. Five dollars is presented to the student who ranks second in improvement in typewriting.

THE KIRKPATRICK ATHLETIC AWARDS—Honoring the memory of her brother, A. G. Kirkpatrick, who served as business manager of Mitchell College from 1929 to 1931, Mrs. W. B. Ramsay gives trophies each year to the most outstanding man and woman athlete.

E. B. STIMSON MUSIC AWARD—This award, presented by Dr. Thomas G. Shuler, is given to the choir's most outstanding member in memory of Mr. E. B. Stimson, who organized the Mitchell College A Cappella Choir in 1933.

HISTORY AWARD—Mr. Louis A. Brown, Head of the History Department, presents annually an award to the student who has maintained a high scholastic average and who has demonstrated a high quality of consistent and enthusiastic leadership within the department.

NATIONAL LANGUAGE AWARD—The Sigma Pi Alpha National Language Fraternity gives an award to the most outstanding student or students in the Language Department.





FILL IN THE FOLLOWING INFORMATION CONCERNING YOUR PARENTS:

FATHER

Name _____

First

Middle

Last

Living? Yes _____ No _____

Present Address _____

City and State _____

Occupation or business (if deceased or retired, give occupation while living or active) _____

How long so occupied? _____

Educational Training _____

MOTHER

Name _____

First

Maiden

Last

Living? Yes _____ No _____

Present Address _____

City and State _____

Occupation or business _____

How long so occupied? _____

Educational Training _____

Number of children in the family older than yourself? _____ Number younger? _____

Fill out if parents are not living or if you have a guardian other than your parents.

Guardian's name in full _____

MICHELL COLLEGE

STATESVILLE, N. C.

APPLICATION:

1. Your application implies full acceptance of the standards, rules, and regulations of the college.
2. Attach a check or money order for the ten-dollar (non-refundable) application fee.
3. Please print legibly in ink, or use a typewriter.

Attach

Required

Photograph

Name _____	Race _____	Sex _____
Home Address _____	Date _____	(You desire to enter) _____
City _____	State _____	Do you desire a room? _____
County _____	Telephone _____	Nationality _____
High School Attended _____	Address _____	Birth Date _____
Date of Graduation _____	Birthplace _____	Are you married? _____
Have you attended college? _____		

Pastor

Why transferring?

Are you a veteran?

To what other colleges are you applying?

Who or what caused you to choose Mitchell?

Do you plan to graduate from Mitchell?

Do you plan work beyond Mitchell?

If so, where?

List your honors, prizes, or scholarships

For which course do you desire to register?

Standard 1 yr. Business
 General 2 yr. Business
 Music

List your hobbies or favorite forms
of recreation.

Local Newspaper

Address

List your extra-curricular activities
of high school.

Present Address _____

City and State _____

Occupation or business _____

How long has he been so occupied? _____

Relationship of guardian to you _____

Write below the names and addresses of two persons to whom we may write for character references; (No relatives.)

Name _____

Address _____

City and State _____

Name _____

Address _____

City and State _____

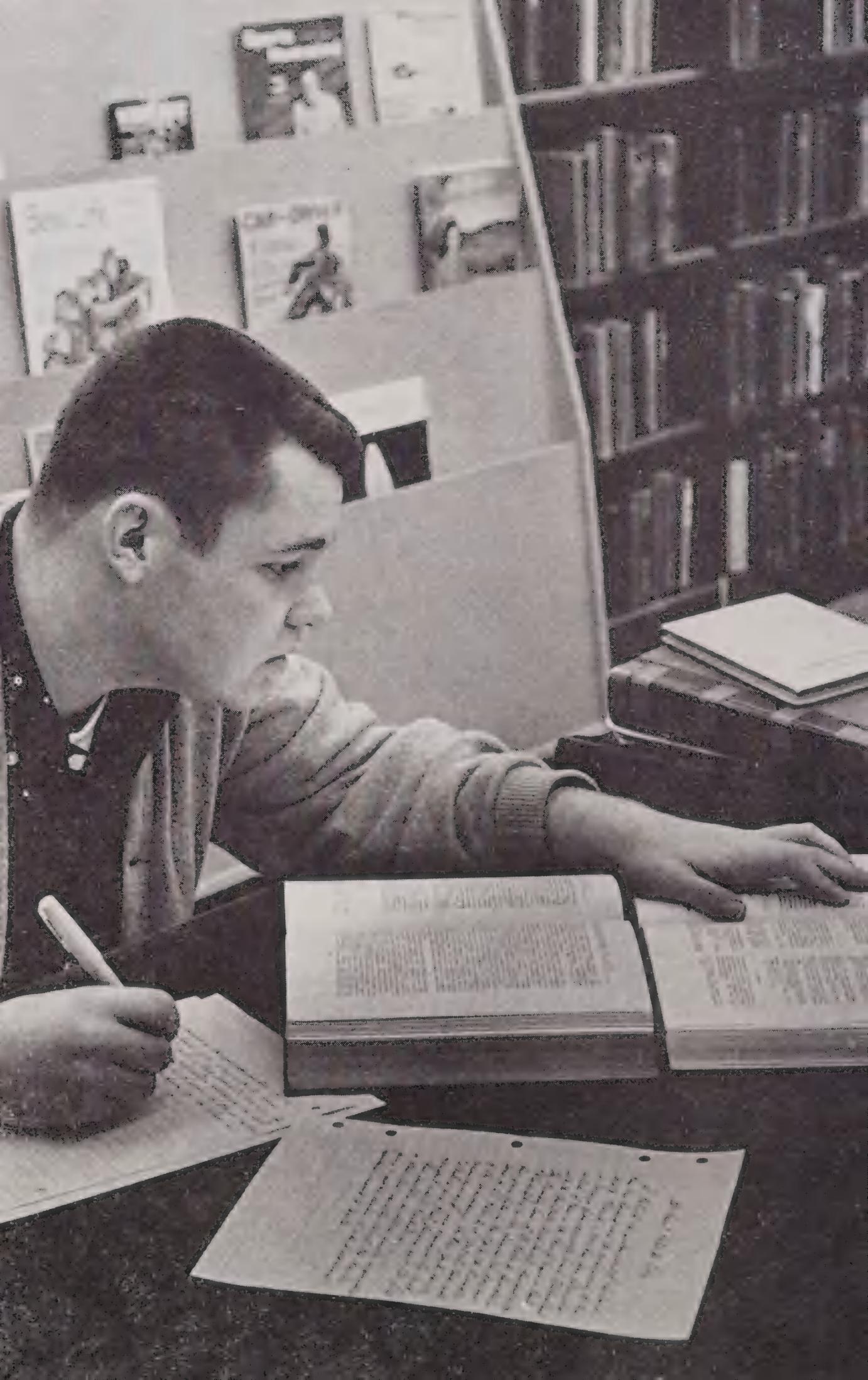
MAIL To:

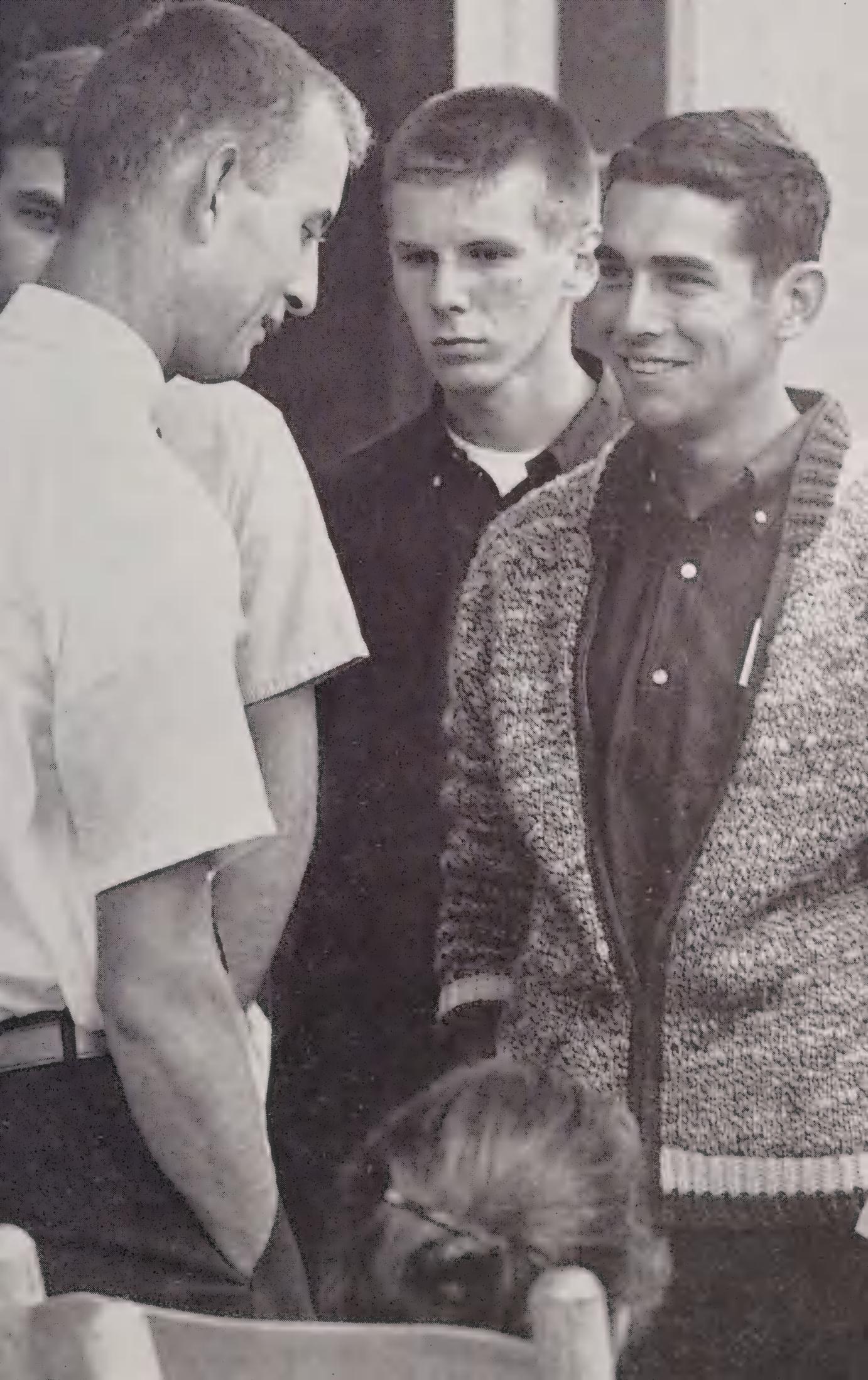
Director of Admissions
Mitchell College
Statesville, N. C.

Signature of Applicant

Signature of Parent or Guardian







COURSES OF INSTRUCTION

1. The STANDARD COLLEGE COURSE

This course is designed for those students who plan, upon completion of the junior college course, to enter a four-year college or university for an A.B. or B.S. degree.

2. The GENERAL COLLEGE COURSE

This course is designed for:

- a. Students desiring to earn specific hours of credit for transfer to a four-year college or university for an A.B. or B.S. degree.
- b. Terminal students who desire a junior college diploma.
- c. Terminal students who desire a junior college diploma in conjunction with:
 - (1) A Secretarial Certificate
 - (2) A Business Management Certificate
 - (3) A Course in the field of Music

3. The BUSINESS EDUCATION COURSES

These courses are designed for:

- a. Students who plan to transfer to a four-year college or university to major in business education (See 2a above).
- b. Terminal students who desire a general college diploma. (See 2b above.)
- c. Terminal students who desire to earn:
 1. A One-Year Secretarial Certificate
 2. A One-Year Business Management Certificate

4. The APPLIED MUSIC COURSES

These courses are designed to:

- a. Provide opportunities for the students to develop an understanding and appreciation of music as a part of the cultural foundation of a college education.
- b. Provide a comprehensive foundation for those who wish to make music their profession.
- c. Offer lessons in applied music to special students.

ADMISSION REQUIREMENTS

To be admitted as a REGULAR STUDENT:

A student who has graduated from an accredited high school, who has the recommendation of his principal or from a responsible official of the high school, who has proper character references, who has an approved health certificate, and who has the entrance credits to pursue the available curricula, may be admitted to Mitchell College as a candidate for a diploma or certificate.

To be admitted as a SPECIAL STUDENT:

A student who has not graduated from a secondary school, who is not a candidate for a diploma or a certificate, and who gives evidence of aptitude for college work on tests administered at Mitchell College. Or a student who has completed two or more years of college work and desires to take additional training, may be admitted to Mitchell College as a special student on a non-credit basis.

1. STANDARD COLLEGE COURSE

Graduation from an accredited secondary school with the following prescribed units:

English	4
Algebra	1½
Geometry	1
Foreign Language (2 years in one language)	2
Social Sciences	2
Electives	4½

2. GENERAL COLLEGE COURSE

Graduation from an accredited secondary school.

3. BUSINESS EDUCATION COURSES

Graduation from an accredited secondary school.

4. APPLIED MUSIC COURSES

Graduation from an accredited secondary school and demonstration of talent and training in music.

5. TRANSFER STUDENT

- a. Certificate of honorable dismissal from institution last attended.
- b. Official transcripts from all colleges attended.
- c. May present a maximum of 15 semester hours of correspondence work.

**REQUIRED CURRICULA FOR
THE STANDARD COLLEGE DIPLOMA**

FIRST YEAR

FIRST SEMESTER

English			
Composition	101	3	
Bible	101	3	
History	101	3	
Physical Education	101	1	
*French or Spanish	101 or 201	3	
Biology, Chemistry, or Mathematics	101	3-4	
‡Develop. Reading		0	
TOTAL		16-17	

SECOND SEMESTER

English			
Composition	102	3	
Bible	102	3	
History	102	3	
Physical Education	102	1	
*French or Spanish	102 or 202	3	
Biology, Chemistry, or Mathematics	102	3-4	
‡Develop. Reading		0	
TOTAL		16-17	

SECOND YEAR

FIRST SEMESTER

English	201	3	
*French or Spanish	201 or 211	3	
Physical Education	201	1	
Biology, Chemistry, or Mathematics	101	3-4	
Electives		5-4	
TOTAL		16	

SECOND SEMESTER

English	202	3	
French or Spanish	202 or 212	3	
Physical Education	202	1	
Biology, Chemistry, or Mathematics	102	3-4	
Electives		5-4	
TOTAL		16	

*French 201 or Spanish 201 if a student presents two units of a language to meet entrance requirements

†French 211 or Spanish 211 if a student has completed French 201 or Spanish 201 in the freshman year.

‡First or second semester dependent on test scores.

**REQUIRED CURRICULA FOR
THE GENERAL COLLEGE DIPLOMA**

FIRST YEAR

FIRST SEMESTER

English			
Composition	101	3	
Physical Education	101	1	
Electives		12	
‡Develop. Reading		0	
		16	
TOTAL			

SECOND SEMESTER

English			
Composition	102	3	
Physical Education	102	1	
Electives		12	
‡Develop. Reading		0	
		16	
TOTAL			

SECOND YEAR

FIRST SEMESTER

Physical Education	201	1	
Electives		15	
		16	
TOTAL			

SECOND SEMESTER

Physical Education	202	1	
Electives		15	
		16	
TOTAL			

A certificate is granted for the completion of the One Year Secretarial or Business Management Course, whether taken independently or as a part of the General College Course.

‡First or second semester dependent on test scores.

**REQUIRED CURRICULA FOR THE
ONE-YEAR BUSINESS MANAGEMENT CERTIFICATE**

FIRST SEMESTER

*B.E. (Typewriting) -----	101	3
§B.E. (Bookkeeping) -----	121	3
B.E. (Intro. to Bus.) -----	171	3
B.E. (Bus. Math.) -----	133	3
English Composition -----	101	3
Physical Education -----	101	1
‡Develop. Reading -----	0	

TOTAL ----- 16

SECOND SEMESTER

*B.E. (Typewriting) -----	102	3
§B.E. (Bookkeeping) -----	122	3
B.E. (Intro. to Bus.) -----	172	2
B.E. (Office Manag.) -----	164	3
B.E. (Bus. English) -----	112	3
Physical Education -----	102	1
‡Develop. Reading -----	0	

TOTAL ----- 16

**SUGGESTED BUSINESS MANAGEMENT CURRICULA LEADING
TO THE GENERAL COLLEGE DIPLOMA**

FIRST YEAR

FIRST SEMESTER

English Composition -----	101	3
*B.E. (Typewriting) -----	101	3
§B.E. (Bookkeeping) -----	121	3
B.E. (Bus. Math.) -----	133	3
Physical Education -----	101	1
¶Elective -----	3	
‡Develop. Reading -----	0	

TOTAL ----- 16

SECOND SEMESTER

English Composition -----	102	3
*B.E. (Typewriting) -----	102	3
§B.E. (Bookkeeping) -----	122	3
B.E. (Office Manag.) -----	164	3
Physical Education -----	102	1
¶Elective -----	3	
‡Develop. Reading -----	0	

TOTAL ----- 16

SECOND YEAR

FIRST SEMESTER

B.E. (Bus. Law) -----	221	3
B.E. (Intro. to Bus.) -----	171	3
†B.E. (Accounting) -----	141	3
Physical Education -----	201	1
¶Electives -----	6	

TOTAL ----- 16

SECOND SEMESTER

B.E. (Bus. Eng.) -----	112	3
B.E. (Intro. to Bus.) -----	172	3
†B.E. (Accounting) -----	142	3
Physical Education -----	202	1
¶Electives -----	6	

TOTAL ----- 16

*Typewriting 201 and 202 if the student presents two units of Typewriting to meet entrance requirements.

§Accounting 141 and 142 if student presents one unit of Bookkeeping to meet entrance requirements.

†An elective if Accounting 141 and 142 were taken the first year.

¶At least 9 semester hours should be chosen from the following list:
Psychology, Economics, Government, and Office Machines.

‡First or second semester dependent on test scores.

REQUIRED CURRICULA FOR THE ONE-YEAR SECRETARIAL CERTIFICATE

FIRST SEMESTER

*B.E. (Typewriting) -----	101	3
†B.E. (Shorthand) -----	103	3
§B.E. (Bookkeeping) -----	121	3
B.E. (Office Machines) -----	151	or
B.E. (Office Practice) -----	163	3
English Composition -----	101	3
Physical Education -----	101	1
‡Develop. Reading -----	0	

TOTAL ----- 16

SECOND SEMESTER

*B.E. (Typewriting) -----	102	3
†B.E. (Shorthand) -----	104	3
§B.E. (Bookkeeping) -----	122	3
B.E. (Office Machines) -----	151	or
B.E. (Office Practice) -----	163	3
B.E. (Bus. English) -----	112	3
Physical Education -----	102	1
‡Develop. Reading -----	0	

TOTAL ----- 16

SUGGESTED SECRETARIAL CURRICULA LEADING TO THE GENERAL COLLEGE DIPLOMA

FIRST YEAR

FIRST SEMESTER

English Composition -----	101	3
*B.E. (Typewriting) -----	101	3
†B.E. (Shorthand) -----	103	3
§B.E. (Bookkeeping) -----	121	3
Physical Education -----	101	1
Elective -----	3	
‡Develop. Reading -----	0	

TOTAL ----- 16

SECOND SEMESTER

English Composition -----	102	3
*B.E. (Typewriting) -----	102	3
†B.E. (Shorthand) -----	104	3
§B.E. (Bookkeeping) -----	122	3
Physical Education -----	102	1
Elective -----	3	
‡Develop. Reading -----	0	

TOTAL ----- 16

SECOND YEAR

FIRST SEMESTER

¶B.E. (Typewriting) -----	201	3
£B.E. (Shorthand) -----	203	3
°B.E. (Accounting) -----	141	3
B.E. (Office Machines) -----	151	or
B.E. (Office Practice) -----	163	3
Physical Education -----	201	1
Elective -----	3	

TOTAL ----- 16

SECOND SEMESTER

¶B.E. (Typewriting) -----	202	3
£B.E. (Shorthand) -----	204	3
°B.E. (Accounting) -----	142	3
B.E. (Office Machines) -----	151	or
B.E. (Office Practice) -----	163	3
Physical Education -----	202	1
Elective -----	3	

TOTAL ----- 16

*Typewriting 201 and 202 if the student presents two units of Typewriting to meet entrance requirements.

†Shorthand 203 and 204 if the student presents two units of Shorthand to meet entrance requirements.

§Accounting 141 and 142 if the student presents one unit of Bookkeeping to meet entrance requirements.

¶An elective if Typewriting 201 and 202 were taken the first year.

£An elective if Shorthand 203 and 204 were taken the first year.

°An elective if Accounting 141 and 142 were taken the first year.

‡First or second semester dependent on test scores.

MUSIC CURRICULA LEADING TO THE GENERAL COLLEGE DIPLOMA

PIANO MAJOR

PREREQUISITE—The following works or their equivalent:

Bach, *Little Preludes and Fugues; Two Part Inventions*

Czerny, *Opus 299* or Cramer, *Fifty Selected Studies*

At least two movements memorized from Sonatas by Haydn, Mozart, or Beethoven.

Selected pieces such as: Chopin, *Preludes*; Debussy, *Children's Corner Suite*; Grieg, *Lyrical Pieces*; Shubert, *Impromptus*.

Scales and arpeggios in all major and minor keys.

FRESHMAN YEAR

English	101-102	6
History	101-102	6
Physical Education	101-102	2
Modern Language	101-102	6
Music Theory	101-102	6
Piano	105-106	4
Organ	107-108	
or Voice	109-110	2
Choir		2
†Develop. Reading		0
	—	
TOTAL		34

SOPHOMORE YEAR

English	201-202	6
Music Appreciation	111-112	6
Physical Education	201-202	2
Conducting		104
Music Theory	201-202	6
Piano	205-206	4
Organ	207-208	
or Voice	209-210	2
Choir		2
	—	
TOTAL		30

ORGAN MAJOR

PREREQUISITE—Students who elect organ as a major instrument must offer the same entrance requirements as piano majors. Students who are not organ majors may begin the study of organ upon demonstration of satisfactory skill in piano playing with the final approval given by the organ instructor.

FRESHMAN YEAR

English	101-102	6
History	101-102	6
Physical Education	101-102	2
Modern Language	101-102	6
Music Theory	101-102	6
Piano	105-106	
or Voice	109-110	2
Organ	107-108	4
Choir		2
†Develop. Reading		0
	—	
TOTAL		34

SOPHOMORE YEAR

English	201-202	6
Music Appreciation	111-112	6
Physical Education	201-202	2
Conducting		104
Music Theory	201-202	6
Piano	205-206	
or Voice	209-210	2
Organ	207-208	4
Choir		2
	—	
TOTAL		30

VOICE MAJOR

PREREQUISITE—The student should be able to sing standard songs, on pitch, with correct phrasing, good enunciation, and musical intelligence. He must show ability to read a simple song at sight, and also to play moderately difficult accompaniments on the piano; otherwise a course in piano must be pursued until required proficiency is attained.

FRESHMAN YEAR

English	101-102	6
History	101-102	6
Modern Language	101-102	6
Physical Education	101-102	2
Music Theory	101-102	6
*Piano	105-106	2
Voice	109-110	4
Choir		2
†Develop. Reading		0
		34
TOTAL		34

SOPHOMORE YEAR

English	201-202	6
Music Appreciation	111-112	6
Physical Education	201-202	2
Conducting		104
Music Theory	201-202	6
*Piano	205-206	2
Voice	209-210	4
Choir		2
		30
TOTAL		30

*Organ may be substituted if the student demonstrates satisfactory skill in piano playing which is determined by the following criteria:

Must be able to play commonly used community songs; must be able to improvise chordal accompaniments; and must be able to read at least two instrumental or vocal parts simultaneously.

†First or second semester dependent on test scores.

SPECIAL INFORMATION FOR MUSIC MAJORS:

1. Credit for applied music is on the basis of one semester hour for each half-hour private lesson a week in conjunction with six hours practice each week.
2. Credit for applied music will be given only if the required number of lessons has been taken. (14 one-half hour lessons each semester)
3. Lessons missed by the student due to sickness or an excused absence will be made up provided the instructor was notified before time for the lesson appointment.
4. Lessons falling on college holidays will not be made up.
5. All Music Majors are required to appear in public recitals which the Music Department presents throughout the year.
6. Music Majors are required, as part of their graduation, to appear in a public recital at the end of their senior year.
7. Attendance at all recitals and other musical performances on campus is required of all Music Majors.
8. Permissions must be obtained from the Head of the Music Department before making any arrangements to sing or play in public. You are encouraged to perform in public, but not until you are ready to do so.
9. Music Majors are advised to choose French as their modern language.
10. The Department of Music reserves the right to ask any student who does not make satisfactory progress to withdraw.

ART

Students requesting art instruction attend classes in a studio just off the campus. Rates: \$10.00 each semester hour.

101-102 ART

Basic Art for beginners.

Three hours a week. Credit, six semester hours. Both semesters.

103-104 MECHANICAL DRAWING

Preparatory course for students interested in entering the fields of engineering.

Text: French and Svensen's *Mechanical Drawing*.

Three hours a week. Credit, six semester hours. Both semesters.

201-202 PAINTING

Media used in these courses are pastel and oils. Art 202 is oil painting.

Three hours a week. Credit, six semester hours. Both semesters.

BIBLE

101 OLD TESTAMENT

A study of the choice and development of a covenant people in preparation for the coming of the Messiah.

Three hours a week. Credit, three semester hours. First semester.

102 NEW TESTAMENT

The life and teachings of Jesus as found in the Synoptic Gospels.

Three hours a week. Credit, three semester hours. Second semester.

201 LETTERS OF PAUL

A study of Pauline thought through selected Epistles of Paul.

Three hours a week. Credit, three semester hours. First semester.

202 GOSPEL OF JOHN

A detailed study of the Gospel of John.

Three hours a week. Credit, three semester hours. Second semester.

BIOLOGICAL SCIENCE

101-102 GENERAL BIOLOGY

A study of basic biological principles as demonstrated in the development of both plant and animal. Emphasis is placed upon the cell as the unit of structure, and both the morphology and the physiology of development are followed through the major groups. Special weight is placed upon plants during the first semester and animal forms during the second semester. Two hours lecture and four hours laboratory each week. Credit, eight semester hours. Both semesters.

NOTE: This course may begin with either semester but both are required for credit.

203 INVERTEBRATE ZOOLOGY

A development and evolutionary study of the invertebrate animals. Their comparative morphology, life history and their classification will be considered—beginning with the protozoa and culminating with the insects. Three hours lecture and two hours laboratory each week. Credit, four semester hours. First semester.

204 VERTEBRATE ZOOLOGY

A comparative study of the origins, evolutionary development, morphology and classification of vertebrate animals. Type forms will be considered—beginning with the protochordates and continuing through to the culmination of the animal line of development.

Three hours lecture and two hours laboratory each week. Credit, four semester hours. Second semester.

NOTE: Courses 203 and 204 may be taken as individual courses, or if taken consecutively, the student may receive credit for eight semester hours in General Zoology. Open to freshman who have received credit for General Biology in high school.

210 HUMAN PHYSIOLOGY

A study of the association and function of the various organs and systems of the human body. The development of a working knowledge of the purposes of its parts and the behavior of the body as a whole.

Three hours lecture a week. Credit, three semester hours. First semester.

211-212 ANATOMY

A study of the structure of the human body together with lesser emphasis upon the functions of the parts so as to establish the interrelation of structure to function.

Anatomy 211 prerequisite for Anatomy 212.

Three hours lecture a week. Credit, six semester hours. Both semesters.

BUSINESS EDUCATION

101-102 TYPEWRITING

Development of basic typewriting skills and their application to the production of letters, tabulations, manuscripts, and rough drafts. A minimum of 40 net words a minute for 10 minutes with not more than 6 errors is required for credit.

One hour lecture and four hours laboratory a week. Credit, six semester hours. Both semesters.

103-104 SHORTHAND

Fundamental principles of Gregg Shorthand with sufficient reading, writing, and transcribing to develop a speed of 80 words a minute for 5 minutes on new material.

One hour lecture and four hours laboratory a week. Credit, six semester hours. Both semesters.

112 ENGLISH FOR BUSINESS

The study and the composition of business letters.

Prerequisite: ability to type.

Three hours a week. Credit, three semester hours. Second semester.

121-122 BOOKKEEPING

Fundamentals of record keeping for various types of businesses. Use of special methods of recording everyday business transactions, handling cash, calculating pay rolls and taxes.

Two hours lecture and two hours laboratory a week. Credit, six semester hours. Both semesters.

133 BUSINESS MATHEMATICS

Consists of the many short cuts and methods by which business persons save time and get accurate results. Work will revolve around forms and reports that are widely used in business.

Three hours a week. Credit, three semester hours. First semester.

141-142 PRINCIPLES OF ACCOUNTING

An introductory course in accounting. Methods of accounting on cash and accrual basis for various types of businesses. Preparation and analysis of working papers and financial statements. Practical problems and laboratory work with practice sets and business forms.

Two hours lecture and two hours laboratory a week. Credit, six semester hours. Both semesters.

151 OFFICE MACHINES

A survey of the following types of machines: Calculating, Posting, Adding-Listing, Addressing, Transcribing, and Duplicating.

One hour lecture and four hours laboratory a week. Credit, three semester hours. First or second semester.

163 OFFICE PRACTICE

Efforts will be made to observe and direct students in developing those characteristics and personality traits which are essential in the modern business office. Also, training in office duties and procedures will be emphasized.

Three hours a week. Credit, three semester hours. First or second semester.

164 OFFICE MANAGEMENT

The study of management and organization of the office; functional office layout and equipment; office personnel; scientific analysis and control; automation; planning, organizing, and controlling office work; executive control of office work.

Three hours a week. Credit, three semester hours. Second semester.

171-172 INTRODUCTION TO BUSINESS

An introduction to ownership and organization, physical factors, personnel, marketing, finance, managerial controls, business regulations and regulated industries, law and taxation as they apply to the business enterprise.

Three hours a week. Credit, six semester hours. Both semesters.

201-202 TYPEWRITING

Development of sustained production of forms used in the business office. A minimum of 60 net words a minute for 10 minutes with not more than 6 errors is required for credit.

One hour lecture and four hours laboratory a week. Credit, six semester hours. Both semesters.

203-204 SHORTHAND

A review of the basic theory of Gregg Shorthand and intensive dictation and transcription to develop a speed of 100 words a minute for 5 minutes on new material.

One hour lecture and four hours laboratory a week. Credit, six semester hours. Both semesters.

221 BUSINESS LAW

The main principles of law which govern in the daily conduct of business. The topics discussed include contracts, agencies, negotiable instruments, sales, personal property, real property, partnerships, corporations, and bankruptcy.

Three hours a week. Credit, three semester hours. First semester.

CHEMISTRY

101 GENERAL INORGANIC CHEMISTRY

Fundamental theories and laws; structure, properties, and reactions of atoms, molecules, and compounds.

Three hours lecture and two hours laboratory a week. Credit, four semester hours. First semester.

102 GENERAL INORGANIC CHEMISTRY

Oxidation and reduction, acid-base titration, the law of mass action, and organic structures.

Credit, four semester hours. Second semester.

103 PHYSIOLOGICAL CHEMISTRY

An introduction to the fundamentals and relationships of inorganic, organic, and biological chemistry to the Chemical reactions in the metabolism of the human body. The course is especially designed for student nurses at Davis Hospital and others interested in this phase of Chemistry.

Three hours lecture and two hours laboratory a week. Credit, four semester hours. First semester.

ENGLISH

DEVELOPMENTAL READING

Development of basic reading skills and their application to various types of writings. Major emphasis upon study habits, vocabulary, comprehension, and speed. Required of all freshmen, either first or second semester.

Three hours a week. Non-credit.

101 ENGLISH COMPOSITION

A review of fundamentals of English grammar and syntax. Study of techniques of writing through intensive use of examples. Frequent practice in composition.

Five hours or three hours a week, according to the student's need. Credit, three semester hours.

102—ENGLISH COMPOSITION

Practice in longer compositions; a research paper is written. Introductory acquaintance with types of literature and authors.

Prerequisite: English 101.

Three hours a week. Credit, three semester hours.

103 BASIC PRINCIPLES OF SPEECH

This is the general introduction to the basic principles of speech. The major part of the course is devoted to the recognition of sounds and proper pronunciation, enunciation, and voice improvement. The student is introduced to the phonetic alphabet, reading aloud, and the problems of preparing and delivering speeches of various types. Permission for enrollment must be obtained from the instructor.

Three hours a week. Credit, three semester hours.

201 A SURVEY OF ENGLISH LITERATURE

The literature of England from the Old English Period to the Romantic Movement. Major emphasis upon the masterpieces of the time.

Prerequisite: Sophomore standing.

Three hours a week. Credit, three semester hours.

202 A SURVEY OF ENGLISH LITERATURE

The literature of England from the Romantic Movement to the twentieth century. Major emphasis upon the masterpieces of the time.

Prerequisite: Sophomore standing.

Three hours a week. Credit, three semester hours.

203 A SURVEY OF AMERICAN LITERATURE

The literature of the United States from the Colonial American Period to the Civil War Period. Major emphasis upon the masterpieces of the time.

Prerequisite: English 101.

Three hours a week. Credit, three semester hours.

204 A SURVEY OF AMERICAN LITERATURE

The literature of the United States from the Civil War Period to the twentieth century. Major emphasis upon the masterpieces of the time.

Prerequisite: English 101.

Three hours a week. Credit, three semester hours.

MATHEMATICS

REMEDIAL ALGEBRA

A remedial subject for students whose scores on placement tests reveal need for detailed study of material offered in Algebra 101.

No credit is given for the course.

101 COLLEGE ALGEBRA

A short review of elementary principles followed by a study of quadratic equations, theory of equations, determinants, binomial theorem, progressions, and logarithms.

Three hours a week. Credit, three semester hours. First semester.

102 PLANE TRIGONOMETRY

The subjects treated are trigonometric functions, trigonometric equations, inverse functions, the solution of right and oblique triangles, and the applications of trigonometry to practical problems.

Three hours a week. Credit, three semester hours. Second semester.

103 PLANE ANALYTIC GEOMETRY

Loci of equations, the straight line, parabola ellipse, hyperbola, and the general equation of the second degree.

Prerequisite: Mathematics 101 and 102.

Three hours a week. Credit, three semester hours.

MODERN FOREIGN LANGUAGES

Two languages, French and Spanish, are offered. Students belong either to Le Cercle Francais, the French Club, or to El Centro Espanol, the Spanish Club. These clubs hold quarterly meetings. Interest in France and Spain is encouraged by exchange letters, newspapers, games, songs, and study of the literature, life, manners, and customs of these countries.

NOTE: There are listening centers in the library and all language students are required to listen to language drill records for a minimum of one hour each week. Extra classes are required for students who need additional help.

101-102 ELEMENTARY FRENCH

A beginning course planned for those who have had no French. Much oral work, drill in grammatical principles, composition, conversation, dictation, and pronunciation.

Three hours a week. Credit, six semester hours. Both semesters.

NOTE: This course may be counted for standard college credit only by those who have met the requirements for entrance in another foreign language and must be followed by French 201-202.

201-202 FRENCH LITERATURE AND COMPOSITION

Review of grammatical principles, composition, dictation, conversation and reading. Firsthand knowledge of France and the French people is encouraged by use of realia, foreign exchange letters, current events, and Le Cercle Francais.

Three hours a week. Credit, six semester hours. Both semesters.

Prerequisite: Two years of high school French or the equivalent of French 101-102.

211-212 FRENCH LITERATURE AND ADVANCED COMPOSITION

This is the study of the development of French literature from the beginning to the contemporary period. Extensive reading. Lectures and reports in French.

Three hours a week. Credit, six semester hours. Both semesters.

101-102 ELEMENTARY SPANISH

An elementary course designed for those who have had no Spanish. Much oral work, drill in grammatical principles, composition, conversation, dictation, pronunciation, and reading.

Three hours a week. Credit, six semester hours. Both semesters.

NOTE: This course may be counted for standard college credit only by those who have met requirements for entrance in another foreign language and must be followed by Spanish 201-202.

201-202 SPANISH LITERATURE AND COMPOSITION

Review of grammatical principles, composition, conversation, dictation, and reading. Firsthand knowledge of Spain and Hispanic America is encouraged by exchange letters with foreign students, realia, and *El Centro Espanol*.

Three hours a week. Credit, six semester hours. Both semesters.

Prerequisite: Two years of high school Spanish or Spanish 101-102 or its equivalent.

211-212 SPANISH LITERATURE AND ADVANCED COMPOSITION

Composition, conversation, and advanced reading in Spanish Literature.

Three hours a week. Credit, six semester hours. Both semesters.

MUSIC

Any student who fulfills the entrance requirements regarding high school credits and demonstrates sufficient musical talent and training will be acceptable for admission to the music department of Mitchell College. Beginning work in piano, voice, and organ is provided for those students who are not able to meet the regular entrance requirements.

101-102 MUSIC THEORY

A course designed to give a thorough grounding in the melodic, harmonic and rhythmic elements of music through sight-singing, melodic and harmonic dictation, keyboard and harmonic work.

Three hours a week. Credit, six semester hours. Both semesters.

104 CONDUCTING

The elements of choral conducting, designed primarily for prospective church choir directors. Must be elected simultaneously with choir.

Two hours a week. Credit, two semester hours. Second semester. Prerequisite: Music Theory 101.

105-106 PIANO

Technic: Major and minor scales and arpeggios in contrary and similar motion; studies by Hanon, Czerny, and Phillip. Repertoire: Bach, *Two-Part Inventions*; *Sonatas* by Mozart, Haydn and Beethoven; easier romantic and modern compositions.

Credit, two or four semester hours. Both semesters.

107-108 ORGAN

Manual and pedal technical exercises; fundamentals of voice-leading; trio studies from elementary Rheinberger *Trios* to Bach *Trio Sonatas*; choral study from Dupre *79 Chorales* to the *Liturgical Year* by Bach; *Eight Little Preludes and Fugues* by Bach; hymn playing.

Credit, two or four semester hours. Both semesters.

109-110 VOICE

Foundation voice production; studies in scales, arpeggios, phrasing, vowel and consonant formations with coordinated breath support, resonance, and sustained tone in the upper range; study of ballads, folk and art songs.

Credit, two or four semester hours. Both semesters.

111-112 MUSIC APPRECIATION

A course designed for students who are desirous of learning about the elements of music. The aim of the course is to deepen the student's appreciation of music from all ages by teaching him how to listen intelligently and how to understand what he hears.

Three hours a week. Credit, six semester hours. Both semesters.

201-202 MUSIC THEORY

A continuation of the work of the first year with more advanced work in all phases of study. Clef reading, form and analysis.

Three hours a week. Credit, six semester hours. Both semesters.

205-206 PIANO

Technic: Scales and arpeggios in contrary and similar motion at a faster tempo; legato and staccato octaves at moderate speed; studies by Czerny, Clementi. Repertoire: Bach, *Three-Part Inventions*, easier dance movements from *French Suites*; Beethoven sonatas; romantic and modern compositions.

Credit, two or four semester hours. Both semesters.

207-208 ORGAN

Bach *Trio Sonatas*; Bach *Preludes and Fugues*; easier works by Buxtehude, Handel, Mendelssohn, Franck, Widor, Dupre, and numerous contemporary composers.

Credit, two or four semester hours. Both semesters.

209-210 VOICE

A more detailed study of diction, vocalize, rhythmic flow, poetic phrasing, preparation of sacred solos, art songs, and ballads.

Credit, two or four semester hours. Both semesters.

CHOIR

The A Cappella Choir offers extensive training in choral technique, part singing, and interpretation. At various times during the year, concerts are given in Statesville and other cities in North Carolina. Each prospective member must be auditioned and approved by the choir director. Five hours of practice a week. Credit, one semester hour.

MALE CHORUS

The Male Chorus is offered for any male student who is auditioned and approved by the director. The name of the organization is THE MITCHELL AIRES.

Two hours practice a week. Credit, one semester hour.

PHYSICAL EDUCATION

Each student is required to register in a physical education section each semester. A uniform is required to be worn by all students enrolled for physical education. Women are required to wear white blouse, white shorts, white socks, and gym shoes. For the men the uniform is the same except for white jerseys.

101-102 PHYSICAL EDUCATION

The development of physical fitness, rules, knowledge, and basic skills are emphasized during the year in activities such as soccor, volleyball, beginning and intermediate swimming, badminton, and gymnastics.

Two hours a week. Credit, two semester hours.

(Required of all Freshmen)

201-202 PHYSICAL EDUCATION

The continued development of individual fitness and advanced individual skills in the following activities: Senior Life Saving, Water Safety Instructor, archery, horseshoes, weight training, and gymnastics.

Two hours a week. Credit, two semester hours.

(Required of all Sophomores)

203 PERSONAL HEALTH

The basic biological and social science concepts of individual health, disease, nutrition, mental health, safety, heredity, and family hygiene are studied.

Three hours a week. Credit, three semester hours.

204 COMMUNITY HEALTH

The basic principles of community and public health, communicable social diseases, sanitation and school health are investigated.

Three hours a week. Credit, three semester hours.

SOCIAL SCIENCES

101 GENERAL PSYCHOLOGY

A study of the behavior of man as to his thinking, learning, adaptability, and relation to society.

Three hours a week. Credit, three semester hours. First, and or second semester.

101-102 HISTORY OF CIVILIZATION

This is a general survey course in the history of man which begins at the dawn of time and continues to the present. Emphasis is placed on cultural development and this includes the cultures of the West and the

Orient. The objective is to prepare the student for citizenship in a world community.

Three hours a week. Credit, six semester hours. Both semesters.

201-202 ELEMENTS OF ECONOMICS

Deals with economic theory and the basic principles of the capitalistic process such as production, distribution, money, and foreign trade. Current economic institutions such as the corporation, labor, and our banking system are examined.

Three hours a week. Credit, six semester hours. Both semesters.

201 GEOGRAPHY

An introduction to the essentials of geography, with emphasis on physical geography. The "causes" of climate are investigated as well as such special features as mountains, deserts, oceans, and the atmosphere.

Three hours a week. Credit, three semester hours. First semester.

202 GEOGRAPHY

Logically follows Geography 201 and deals with the physical determinants of the major items of production of the earth along with special attention being given to the closer study of these important production items, such as corn, rubber, fish, and the minerals of the world.

Three hours a week. Credit, three semester hours. Second semester.

201 LOCAL AND STATE GOVERNMENT

A general treatment of county and state governments within the United States.

Three hours a week. Credit, three semester hours. First semester.

202 FEDERAL GOVERNMENT

The structure, function, and problems of the government of the United States are considered.

Three hours a week. Credit, three semester hours. Second semester.

201-202 HISTORY OF THE UNITED STATES

A general survey of the history of the United States and of the development of our political institutions and national ideas.

Three hours a week. Credit, six semester hours. Both semesters.

201-202 SOCIOLOGY—INTRODUCTION

Introduction to basic principles of the study of social relations along with the consideration of specific problems involved in modern society.

Three hours a week. Credit, six semester hours. Both semesters.

HONORS—1962

*COLLEGE HONORS

Vera Gail Koontz
Joyce Violet Bass
Sara Eva Walker
Aginette Hobbs

**CLASS HONORS

Madge Culver Kestler
Sylvia Adele Hollar
Sandra Bolick Setzer
Hilda Mae Jones

*Graduates who have 3.3 average for two years.

**Students who have 3.3 average for one year.

MEDALS AND AWARDS—1962

Wood Bible Award	Sylvia Adele Hollar
National Language Award	Elisa Rodriguez
Fred W. Sherrill Typewriting Awards	Brenda Campbell
	Robert Brewer
Kirkpatrick Athletic Awards	Jane Estelle Will
	Howard B. Tolles, Jr.
History Award	Ray Albery
E. B. Stimson Music Awards	Andy Helms
President's Medal of Honor	Coite Sherrill
	Vera Gail Koontz

JUNIOR COLLEGE GRADUATES—1962

THE STANDARD COLLEGE DIPLOMA:

Mattie Elizabeth Bouldin	Pittsboro, N. C.
Nancy Elizabeth Duckworth	Glen Alpine, N. C.
Donald Carroll Johnson, Jr.	Statesville, N. C.
Brenda Elizabeth Keeter	Mooresville, N. C.
Vera Gail Koontz	Mocksville, N. C.
Dennis LeRoy Stockdale	Roanoke Rapids, N. C.

THE GENERAL COLLEGE DIPLOMA:

Warren Ray Albery	Dobson, N. C.
Sam Eugene Alexander	Statesville, N. C.
Robert James Arniotes	Brooklyn, N. Y.
Joyce Violet Bass	Statesville, N. C.
Mary Elizabeth Beane	State Road, N. C.
Alice Gayle Beard	Statesville, N. C.
Brenda Louise Campbell	Statesville, N. C.
Philip Larry Chaney	Dobson, N. C.
Joan Elizabeth Elliott	Statesville, N. C.
Guy Crane Elmore	Rye, N. Y.
Sammy Bray Foster	Taylorsville, N. C.
Vance Davis Galliher	Statesville, N. C.
Danny Rogers Gwaltney	Statesville, N. C.
Olivia Jean Gwaltney	Statesville, N. C.
Mary Ann Hall	Statesville, N. C.
Martha Ann Hammer	Taylorsville, N. C.
Aginette Hobbs	Statesville, N. C.
Shirley Faye Hollar	Statesville, N. C.
Sylvia Adele Hollar	Statesville, N. C.
Nancy Juanita Honeycutt	Mooresville, N. C.
Sanford Eugene Isenhour	Statesville, N. C.
Michael Eugene Jenkins	Union, S. C.
Susan Palmer Johnson	Statesville, N. C.
Hilda Mae Jones	Dobson, N. C.

Madge Culver Kestler	Statesville, N. C.
Gary Allen Kidd	Dobson, N. C.
James Alexander Knox	Mooresville, N. C.
Linda Elizabeth McCoy	Statesville, N. C.
John Merritt McIntyre	Statesville, N. C.
Sue Moore Nash	Statesville, N. C.
Edwin Robert Olsen	Greenwich, Conn.
Shelby Jean Overcash	Statesville, N. C.
Helen Laws Parker	Statesville, N. C.
Margaret Joan Queen	Washington, D. C.
Lynda Robinson	Statesville, N. C.
Henry Quay Roseman	Statesville, N. C.
Coite Edward Sherrill	Statesville, N. C.
Sarah Lynn Shiflet	Old Fort, N. C.
Lewis Franklin Shook	Statesville, N. C.
Carolyn Jane Simmons	Yadkinville, N. C.
Martha Ann Sinquefield	Winston-Salem, N. C.
John Grier Stikeleather	Statesville, N. C.
Elizabeth Ann Sullivan	Waterbury, Conn.
Haywood Bobby Tyson	Statesville, N. C.
Sara Eva Walker	Mocksville, N. C.
Thomas Maxfield Whitmore	Knox, Pa.
James Ronald Whittington	N. Wilkesboro, N. C.
William Franklin Withers	Mt. Airy, N. C.
Joe Thomas Woodie	Statesville, N. C.

SECRETARIAL CERTIFICATE:

Mary Elizabeth Beane	State Road, N. C.
Marguriette Sue Brewer	Mocksville, N. C.
Frances Elaine Brown	N. Wilkesboro, N. C.
Brenda Louise Campbell	Statesville, N. C.
Carolyn Ann Christenbury	Mooresville, N. C.
Gertrude Lafferty Cooke	Winston-Salem, N. C.
Carolyn Norine Davis	Statesville, N. C.
Mary Ann Hall	Statesville, N. C.
Martha Ann Hammer	Taylorsville, N. C.
Margaret Lindsay Howland	Elkin, N. C.
Susan Palmer Johnson	Statesville, N. C.
Hilda Mae Jones	Dobson, N. C.
Nancy Jean Milligan	Marion, N. C.
Rena Dicie Myers	Statesville, N. C.
Shelby Jean Overcash	Statesville, N. C.
Elisa Rodriguez	Statesville, N. C.
Sandra Bolick Setzer	Catawba, N. C.
Carolyn Jane Simmons	Yadkinville, N. C.
Joyce Elaine Smith	Mocksville, N. C.
Loretta Anzoria Taylor	Ft. Bragg, N. C.
Linda Lee Vestal	Booneville, N. C.
Sara Eva Walker	Mocksville, N. C.
Shirley Jean Warden	Yadkinville, N. C.
Margaret Alice West	Yadkinville, N. C.

BUSINESS MANAGEMENT CERTIFICATE:

Guy Crane Elmore	Rye, N. Y.
John Thomas Faw	Jonesville, N. C.
Jerry Cowan Hoover	Statesville, N. C.
Stephen Farrell Pope	Statesville, N. C.

STUDENT ROSTER

1962-1963

FULL-TIME SOPHOMORES

Ackert, Gail L.	Paoli, Pa.	Statesville
Aldridge, Marvin	Albemarle	Sumter, S. C.
Almarode, Sue	Lugoff, S. C.	Statesville
Bell, Millicent	Newton	Pinnacle
Bland, Billie Jo	Statesville	Greensboro
Bouldin, Eugenia	Pittsboro	Stony Point
Brewer, Robert	Winston-Salem	Statesville
Broadhurst, Carolyn	Jamaica, N. Y.	Elkin
Brown, Iona	Guilford, Conn.	Greensboro
Burke, Ronald	Statesville	Concord
Cartner, Terry	Statesville	Washington, D. C.
Churchill, John	Dalton, Ga.	Statesville
Clendenin, Joe	Statesville	Statesville
Clevinger, Ellis	Richmond, Va.	Mooresville
Compton, Judy	Statesville	Reidsville
Connolly, John	Statesville	Statesville
Connolly, Linda	Raeford	Statesville
Connolly, William	Statesville	Maxton
Cooke, Gertrude	Winston-Salem	Statesville
Crawford, William	Statesville	Brooklyn, N. Y.
Davis, Albert	Mooresville	Statesville
Deaton, Jeraldine	Statesville	Statesville
Dobbins, D. Sam	Elkin	Statesville
Dobson, Carole	Statesville	Statesville
Duffy, Jean C.	Mooresville	Statesville
Eagle, Banze	Statesville	Statesville
Eisele, Paul	Statesville	Mocksville
Farmer, Barry	Danville, Va.	Chatham, N. J.
Fields, Mary	High Point	Statesville
Fisher, Carolyn	Statesville	Statesville
Forner, Ronald	Maiden	Rye, N. Y.
Freeman, Jerry	Charlotte	Shelby
Frey, Frank	Statesville	Newton
Fulbright, Claude	Claremont	Troutman
Fulp, Terry	Winston-Salem	Statesville
Gaither, Gerald	Statesville	Valdese
Gibson, Patricia	Catawba	Statesville
Goodwin, James	Harmony	Yadkinville
Harrelson, Dean	Statesville	Winston-Salem
Harris, Henry	Barium Springs	Conklin, N. Y.
Hart, Martha	Statesville	Hiddenite
Hartline, Laxton	Statesville	Conover
Hartness, Michael	Statesville	Statesville
Harvey, Carole	Statesville	Statesville
Henderson, Carol	Statesville	Statesville
Henkel, Bernard	Statesville	Troutman
Hoffman, Daniel	Statesville	Statesville
Hollar, Shirley	Statesville	Claremont
Honeycutt, Nina	Troutman	Leaksville
Hughes, Pleasant	Lynchburg, Va.	Garwood, N. J.
Hughes, Sue	Lynchburg, Va.	Pilot Mountain
Hunter, Raleigh	Winston-Salem	Statesville
Hutchens, Albert	Newton	Statesville
Hutchens, Jimmie	Yadkinville	Newton
Isenhour, Kenneth	Statesville	Wadesboro
Johnson, Linda	Dobson	Hamptonville
Johnson, Mark	Statesville	Hamptonville

Tucker, Barbara	Statesville	Statesville
White, Edward	Winston-Salem	Hickory
White, Elwyn	Winston-Salem	Union Grove
Wike, Carolyn	Taylorsville	Statesville
Wike, Georgianna	Mooresville	Statesville
Williams, Darrell	Statesville	Peekskill, N. Y.

FULL-TIME FRESHMEN

Abel, Caroline	Columbia, S. C.	Statesville
Abernethy, Tony	Newton	Ramseur
Adkisson, John	Mt. Airy	Cranbury, N. J.
Baker, Robert	Chevy Chase, Md.	Statesville
Balderson, Stanley	Richmond, Va.	Jonesville
Ball, Linda	North Wilkesboro	Greensboro
Barringer, Dave	Conover	Liberty
Barringer, Emily	Conover	Catawba
Beane, Margaret	Granite Falls	Kannapolis
Beaver, Martha	Statesville	Statesville
Beaver, Phyllis	Statesville	Elkin
Beck, Harry	Winston-Salem	Catawba
Billings, Bobby	Statesville	Mount Airy
Black, Gail	Statesville	Woodleaf
Bland, Donald	Salisbury	Stony Point
Boan, Thomas	Statesville	Statesville
Bolt, James	Burlington	Statesville
Bolton, Carol	Greensboro	Statesville
Bond, Anne	Gastonia	Pinnacle
Bowman, Patricia	Westfield	Statesville
Brandes, Rebecca	Charlotte	Greensboro
Brown, Gary	Troutman	Jacksonville, Fla.
Brown, Henry	Cos Cob, Conn.	Statesville
Browning, David	Woodleaf	Statesville
Bunton, Ruth	Hiddenite	Pleasant Garden
Bush, Kay	Statesville	Elkin
Bynum, Jerry	Wadesboro	Cleveland
Byrd, Douglas	Barium Springs	Cleveland
Byrum, Walter	North Wilkesboro	Statesville
Callahan, Glenda	Gastonia	Newton
Campbell, Ellis	Statesville	Stony Point
Canfield, Barbara	Wellesley, Mass.	Raleigh
Carlton, Mildred	Statesville	Wilkesboro
Carter, Joe	Mooresville	Mooresville
Caudle, Kay	Elkin	Winston-Salem
Clarke, Elizabeth	Lenoir	Statesville
Clarke, Patricia	Conover	Statesville
Clement, Barbara	Pfafftown	Valdese
Cline, William	Newton	Sumter, S. C.
Cole, Jack	Roaring River	High Point
Collins, Karen	Hickory	Greensboro
Connelly, Larry	Statesville	Jamestown
Cooke, Ina Sue	Huntington, W. Va.	Canton
Cox, Charles	Ocean City, N. J.	Elkin
Crawford, Leon	Statesville	Statesville
Crosby, Erik	Harmony	Statesville
Curd, Douglas	Greensboro	Statesville
Dagenhart, Jackie	Taylorsville	Troutman
Daniels, Samuel	Statesville	Roselle, N. J.
Davidson, Wanda	Statesville	North Wilkesboro
Davis, Kay	Statesville	Watson, Pa.
Daye, Susan	Elkin	Statesville
Deal, Judy	Statesville	Greensboro

Jessup, Sherwood	Greensboro	Porter, Fred	Ft. Lauderdale, Fla.
Johnson, Peggy	Statesville	Price, Linda	Statesville
Johnson, Thomas	North Wilkesboro	Reid, James	Winston-Salem
Jolley, Bobby	Hickory	Renegar, Donald	Yadkinville
Jones, Dolores	Mebane	Rice, James	Conover
Jones, Robert	Walnut Cove	Rice, Sara	Salisbury
Kearney, Jean	Pfafftown	Rickard, Dwight	Thomasville
Keller, David	Statesville	Ridge, Edward	Salisbury
Kelly, Arthur	Mooresville	Ring, Judy	Dobson
Kennedy, Max	Statesville	Robertson, Pamela	Mooresville
Kerley, Lynford	Taylorsville	Rose, John	Maiden
Lawson, Anthony	Mayodan	Rowe, Stephanie	Ludlow, Vt.
Leckie, Karol	Statesville	Royall, Danny	Yadkinville
Lewis, Donnie	Statesville	Rufty, Elaine	Statesville
Lindley, Gloria	Statesville	Sample, James	Statesville
Lingerfelt, Richard	Bessemer City	Sams, William	Statesville
Litaker, Mary Ann	Camden, S. C.	Scotton, Richard	Brooklyn, N. Y.
Long, Margaret	Statesville	Sharpe, Linda	Statesville
Loring, Elizabeth	Wayne, N. J.	Sharpe, Stephen	Statesville
McDaniel, David	Statesville	Shaw, Jean	Pfafftown
McDaniel, Frances	Mooresville	Sheek, Charles	Winston-Salem
McDaniel, Frederick	Woodleaf	Shepherd, Elizabeth	Ferguson
McGinn, Sandra	Statesville	Sherrill, Frank	Statesville
McGuire, Shirley	Lenoir	Sigmon, Eugene	Cleveland
McLaughlin, William	Statesville	Siler, Ellen	Asheboro
McLeland, Jerry	Statesville	Simmons, Edward	Mount Airy
Mabe, Philip	Mooresville	Simmons, Gary	Westfield
Macy, Carolyn	Ronda	Sloan, David	Statesville
Malcolm, William	Mooresville	Smith, Betty	Westfield
Martin, Charles	Stony Point	Smith, John	Troutman
Matheson, Joseph	Conover	Smith, Judith	King
May, Dorothy	Charlotte	Sprinkle, Dennis	Statesville
Meadows, Garland	Statesville	Sprinkle, Patricia	Canton
Miles, Leo, Jr.	Troutman	Starling, Joanna	Arlington, Va.
Miller, Pauline	Statesville	Steelman, Margaret	Yadkinville
Mills, Harold	Statesville	Stine, Tommy	Hickory
Minder, George	Statesville	Stone, Carole	Greensboro
Monnar, Francisco	Boston, Mass.	Stott, John	Greensboro
Moody, George	Clemmons	Stout, Bill	Ramseur
Moody, James	Statesville	Summers, Jerry	Statesville
Moore, Gladys	Stokesdale	Summers, Katherine	Statesville
Moore, Palmer	Timmonsville, S. C.	Swaim, Lutricia	Cycle
Moore, Robert	Statesville	Tanner, O'Neal	Lynchburg, Va.
Morrow, Cheryl	Mooresville	Tate, William	Leaksville
Moseley, Ellen	Lynchburg, Va.	Taylor, Linda	Concord
Mullis, Judy	Troutman	Templeton, Cynthia	Mooresville
Murdock, Sheila	Troutman	Thompson, Melissa	Statesville
Murphy, Lane	Statesville	Tilley, Wanda	Statesville
Musselman, Bonnie	Salisbury	Tomlin, John	Chevy Chase, Md.
Nabors, William	Statesville	Troutman, Kenneth	Greenville, S. C.
Neel, Janice	Mooresville	Turner, Mary	Reidsville
North, Gregory	Demarest, N. J.	Tutterow, Brenda	Statesville
Olyphant, Lena	Mooresville	Tuttle, Nancy	King
Patterson, Donald	Hiddenite	Upright, Bobby	Troutman
Payne, Michael	Richmond, Va.	Venable, Gene	Madison
Peden, Vicky	Gastonia	Wagner, Jerry	Troutman
Pierce, Larry	North Wilkesboro	Wainwright, Ann	Havelock
Pletcher, Gerald	Akron, Ohio	Walker, Carolyn	Statesville
Plyler, Betty	Statesville	Warden, Sue	Sparta
Plyler, Robert	Statesville	Warren, Carolyn	Statesville
Poland, Judy	Annandale, Va.	Warren, James	Statesville
Poole, Christine	Statesville	Washburn, Joyner	Madison
Poplin, James	Elkin	Waters, Larry	Barium Springs

Watts, Janet	Stony Point	Hickory
Watts, Rebecca	Statesville	Lynchburg, Va.
Weatherman, David	Union Grove	Madison
Weber, Fleeta	Statesville	
Weems, Nancy	Arlington, Va.	Sumter, S. C.
Welch, Gary	Mayodan	Rembert, S. C.
White, Robert	Yadkinville	Sparta
		Statesville

PART-TIME SOPHOMORES

Beatty, Sarah	Sherrill's Ford	Mooresville
Billings, Paul	Statesville	Statesville
Bost, Ronald	Statesville	Statesville
Calhoun, Elizabeth	Statesville	Statesville
Clontz, Charlotte	Troutman	Mooresville
Conger, Carole	Statesville	Mt. Ulla
Connolly, James	Statesville	Statesville
Connolly, Robert	Statesville	Taylorsville
Cresimore, Joe	Catawba	Statesville
Frazier, David	Statesville	Statesville
Goodrum, Forrest	Statesville	Statesville
Hoover, Jerry	Statesville	Statesville
Horne, Jane	Statesville	Statesville
Lentz, Anne	Statesville	Statesville
Littlefield, Norman	Statesville	Statesville
McLellan, James	Statesville	Statesville

PART-TIME FRESHMEN

Bell, Dianne	Statesville	Elkin
Brown, Ronald	Statesville	Statesville
Buchanan, Eric	Roxboro	Statesville
Christopher, Lewis	Jacksonville, Fla.	Statesville
Cook, Linda	Statesville	Statesville
Cornelius, Nancy	Sherrill's Ford	Hiddenite
Daniels, Benny	Taylorsville	Statesville
Dellinger, Nancy	Yadkinville	Mt. Ulla
Dellinger, Patricia	Newton	Statesville
Dennis, James	Statesville	Statesville
Drum, Ruth	Statesville	Statesville
Dulin, Thelma	Troutman	Elkin
Eidson, David	Statesville	Taylorsville
Eisele, John	Statesville	Mooresville
Foster, Linda	Mocksville	Claremont
Fox, Charlot	Statesville	Statesville
Frederick, Geraldine	North Wilkesboro	Statesville
Gamble, Gene	Hanceville, Ala.	Statesville
Garner, Walter	Troutman	Statesville
Gilland, Glener	Statesville	Statesville
Goode, Louise	Statesville	Statesville
Harris, Barbara	Statesville	Statesville
Harrison, Wesley	Statesville	Statesville
Hartley, Betsy	North Wilkesboro	Johnson City, Tenn.
Hazzard, Harvey	Georgetown, S. C.	Statesville
Hewitt, Carole	Claremont	Statesville
Hobbs, Dovie	Statesville	Advance
Holland, Johnny	Statesville	Olin
Horton, James	Statesville	Catawba
James, Margie	Statesville	Kernersville
Johnson, Mildred	Mooresville	Troutman
Kiser, Thomas	Statesville	

SPECIAL STUDENTS

Applefield, Gerald	Statesville	Ledbetter, Nancy	Statesville
Applefield, Jimmy	Statesville	Lentz, Ann	Statesville
Baker, Duard	Statesville	Marshburn, Margaret	Statesville
Brown, Christine	Statesville	Ogburn, Paul, Jr.	Statesville
Brown, Rose	Troutman	Rogers, Jacqueline	Statesville
Carter, Myra	Barium Springs	Setzer, Diane	Statesville
Cooper, Rebekah	Statesville	Smith, Penny	Statesville
Crews, Karen	Barium Springs	Stephens, Vinal	Barium Springs
Crews, Mary	Barium Springs	Storie, Pamela	Statesville
Harmon, Mary	Statesville	Tilley, George	Statesville
Hawthorne, Ann	Statesville	Timberg, Ilse	Statesville
Hawthorne, Jane	Statesville	Timberg, Max	Statesville
Hawthorne, Mary	Statesville	Williams, Brenda	Statesville
Kearns, Judith	Statesville	Williams, Edith	Statesville
Kearns, Katherine	Statesville	Wilson, Judith	Statesville

SUMMARY OF STUDENT ROSTER

	Men	Women	Total
Sophomore			
Full Time	69	57	126
Part Time	18	13	31
Freshmen			
Full Time	130	116	246
Part Time	27	36	63
Special	7	23	30
TOTAL	<hr/> 251	<hr/> 245	<hr/> 496



